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2016



# **Town of Milan, NH**

## **Annual Report**

**For the Year Ending December 31, 2016**

**Photo Credits:**

Front cover: Vickie Plourde

Back Cover: Cindy Woodward

# Annual Report

## Town of Milan Milan New Hampshire

For the Year Ending  
December 31, 2016

## TOWN OF MILAN OFFICE HOURS

### Town Clerk/Tax Collector 449-3461

Monday:	8:00-1:00
	2:00-7:00
Tuesday:	8:00-1:00
	2:00-7:00
Wednesday:	8:00-1:00
	2:00-7:00
Thursday:	8:00-1:00
	2:00-7:00

### Selectmen Office 449-2484

Monday:	8:00-4:00
	6:00-7:00pm
Tuesday:	8:00-4:00
Wednesday:	8:00-4:00
Thursday:	8:00-4:00

### Milan Public Library 449-7307

Monday:	9:00-5:00
Thursday:	9:00-5:00

### Building Inspector Monday: 6:00-7:00pm

Visit our website at [www.townofmilan.org](http://www.townofmilan.org)

## Table of Contents

Town Officers.....	4
Town Warrant.....	6
Town Budget.....	9
Summary Inventory of Valuation.....	12
Accountants' Compilation Report.....	23
Schedule Town Property.....	24
Treasurer's Report.....	25
Tax Collector's Report.....	26
Town Clerk Financial Report.....	32
2016 Tax Rate Calculation.....	33
Report of Trust Funds and Capital Reserve Funds.....	34
Department Reports	35
General Ledger for 2016	50
Minutes Annual Town Meeting 3/8/16.....	59
Vital Statistics.....	62

### Town Officers 2016-2017

<u>Board of Selectmen</u>	<u>Term Expires</u>
Richard Lamontagne	2018
Randy Fortin	2019
Bud Chapman	2017
	<u>Moderator</u>
Rodney Young	2017

### Administrative Assistant

Lynn Dube

### Town Clerk & Tax Collector

Cindy Woodward	2019
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### Deputy Town Clerk & Tax Collector

Dawn Dube

### Road Agent

Harley Mason	2017
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### Supervisors of the Checklist

Cindy Lang	2018
Kimmy Jo Gagnon	2022
Karen Cayouette	2020

### Library Trustees

Sydney Flint	2019
Gail Pozzuto	2018
Sherry Morin	2017

### Librarian

Vickie Plourde

### Trustees of the Trust Fund & Capital Reserve Funds

Lynn Dube	resigned
David Woodward	2016
George Pozzuto	2018

### Treasurer

Dawn Miner	2017
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**Town Auditor**

Paul Fortier 2017  
**Cemetery Trustees**

Chris Ouellette	2017
Gisele Ouellette	2018
Bryan Lamirande	2019

**Recreation Director**

Jill Stephenson

**Fire Chief**

Bud Chapman

**Building Inspector**

Paul Ayotte

**Health Officer**

Richard Lamontagne

**Welfare Officer**

Rolanda Duchesne

**Emergency Management**

Steve Gouin

**M&D Ambulance**

Robert Glover-Director

**Planning Board**

Randy Fortin	
Tim Eastman	2017
Glenn Gagne	2018
Richard Flint	2018
Lincoln Robertson	2019

**Zoning Board**

Nathan Sweatt	2017
Rodney Young	2018
Ann-Marie Chaisson	2018
Linda Lamirande	2019
Lincoln Robertson	2019

**Conservation Commission**

Maryelizabeth & Tom Coleman

Warrant 2017

To the inhabitants of the Town of Milan, in the county of Coos and the State of New Hampshire qualified to vote in town affairs:

You are hereby notified to meet at the Milan Village School Gym on Tuesday the 14th day of March, 2017 at 6:30 PM to act on the following subjects:

1. To choose all Town Officers for the ensuing year.

2. To see if the Town will vote to raise and appropriate \$298,954.00 for General Government. (Majority vote required)

Executive/Administrative	\$56,000.00
Election/Registry/VS	\$67,950.00
Financial Administration	\$24,000.00
Property Assessment/Reval	\$18,804.00
Legal Services	\$10,000.00
Employer Expenses	\$32,000.00
Planning and Zoning Boards	\$7,200.00
Government Buildings	\$45,000.00
Cemeteries	\$25,000.00
Insurance	\$10,000.00
Regional Associations	\$3,000.00
	<b>\$298,954.00</b>

3. To see if the Town will raise and appropriate \$132,602.00 for Public Safety. (Majority vote required)

Police Department	\$52,602.00
M&D Ambulance	\$12,000.00
Crossing Guard	\$4,500.00
Fire Department	\$42,000.00
Building Inspector	\$3,500.00
Emergency Management	\$18,000.00
	<b>\$132,602.00</b>

4. To see if the Town will vote to raise and appropriate \$265,500.00 for Highways, Streets and Bridges. (Majority vote required)

Town Maintenance & Paving	\$215,000.00
Highway Block Grant	\$44,000.00
Street Lighting	\$6,500.00
<hr/>	

**\$265,500.00**

5. To see if the Town will vote to raise and appropriate \$154,885.00 for Sanitation. (Majority vote required)

Solid Waste/Recycle Collection	\$108,885.00
District Disposal	\$46,000.00
<hr/>	

**\$154,885.00**

6. To see if the Town will vote to raise and appropriate \$70,000.00 to be added to the Capital Reserve Funds previously established. Selectmen recommend this Appropriation. (Majority vote required)

M&D Ambulance	\$10,000.00
Fire Truck	\$20,000.00
Highway Equipment	\$5,000.00
New Town Building & Renovations	\$35,000.00
	<b>\$70,000.00</b>

7. To see if the Town will accept the balance of the budget as prepared by the Selectmen to raise and appropriate \$41,200.00 for this purpose, which is exclusive of preceding articles. (Majority vote required)

Health Administration	\$700.00
General Assistance	\$5,000.00
Intergovernmental Programs	\$3,000.00
Parks and Recreation	\$10,000.00
Library Trustees	\$19,000.00
Patriotic Purposes	\$500.00
Conservation	\$1000.00
Int. Tax Anticipation note	\$2000.00
	<b>\$41,200.00</b>

8. To conduct any other business that may legally come before this meeting. The polls will be open from 11:00 AM to 7:00 PM.

9. Shall the Town of Milan vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$100.00, the same amount as the standard or optional veterans' tax credit voted by the Town of Milan under RSA 72:28.

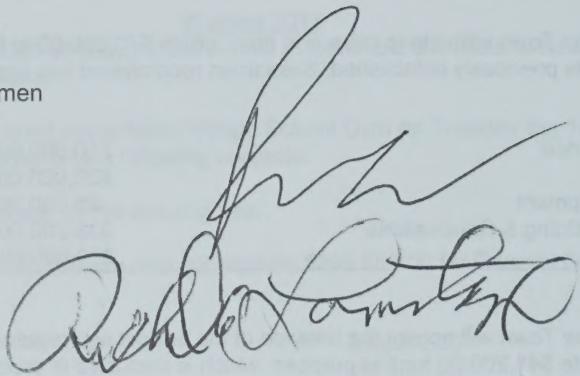
10. To see if the Town will vote to authorize the transfer of \$50,000.00 raised by the sale of timber from the Milan Community Forest lots from the Forest Management Account to the Community Forest Capital Reserve Fund previously established for the purpose of purchasing additional land to be added to the Milan Community Forest. No new funds to be raised or appropriated.

Recommended by Selectmen. (Majority vote required)

11. To see if the Town will vote to authorize the board of Selectmen to grant conservation easements on town lands which are part of the Milan Community Forest; specifically the "French Hill lot" identified as Milan Tax Map 141, Lot 32, the "Oak Hill East Lot" identified as Milan Tax Map 141, Lot 35, the "Oak Hill West Lot" identified as Milan Tax Map 141, Lot 36 and the "Abraham Lot" identified as Milan Tax Map 44, Lots 147, 162, and 163 to the Society for the Protection of New Hampshire Forests thereby meeting conditions of funding grants received by the Town of Milan. Recommended by Selectmen. (Majority vote required)

Given under our hands and seal this 6th day of February in the year of our Lord, Two Thousand Seventeen.

The Milan Board of Selectmen  
Richard Lamontagne  
Robert Chapman  
Randy Fortin



Budget of The Town of Milan, NH			
	Appropriation Fiscal 2016	Actual Expenditure 2016	Proposed Appropriation 2017
<b>Purpose of Appropriations</b>			
<b>General Government:</b>			
4130 Executive Administration	\$52,000.00	\$49,898.00	\$56,000.00
4140 Election/ Registry /Vital Statistics	\$67,950.00	\$60,114.00	\$67,950.00
4150 Financial Administration	\$24,000.00	\$20,163.00	\$24,000.00
4152 Property Assessment/ Reval	\$8,160.00	\$6,643.00	\$18,804.00
4153 Legal Services	\$10,000.00	\$8,172.00	\$10,000.00
4155 Employer Expenses	\$29,000.00	\$29,447.00	\$32,000.00
4191.1 Planning Board	\$3,000.00	\$3,706.00	\$3,000.00
4191.2 Zoning Board	\$4,200.00	\$2,206.00	\$4,200.00
4194 Government Buildings	\$45,000.00	\$34,094.00	\$45,000.00
<b>Cemeteries</b>			
4195.1 East	\$12,000.00	\$11,087.00	\$12,000.00
4195.2 West	\$6,000.00	\$5,243.00	\$6,000.00
4195.3 Burials	\$5,000.00	\$4,650.00	\$5,000.00
4195.4 Tombstone Maintenance & Repairs	\$2,000.00	\$2,000.00	\$2,000.00
4196 Insurance	\$9,000.00	\$8,295.00	\$10,000.00
4197 Regional Associations	\$3,000.00	\$1,525.00	\$3,000.00
<b>Public Safety</b>			
4210 Police Department Cont.	\$52,602.00	\$52,602.00	\$52,602.00
4211 Crossing Guard	\$4,400.00	\$3,982.00	\$4,500.00
4215 M&D Ambulance	\$10,000.00	\$10,000.00	\$12,000.00
4220 Fire Department	\$42,000.00	\$41,548.00	\$42,000.00
4240 Building Inspector	\$3,000.00	\$2,546.00	\$3,500.00
4290 Emergency Management	\$20,000.00	\$16,779.00	\$18,000.00
<b>Highways, Streets and Bridges</b>			
4311 Town Maintenance/Paving	\$215,000.00	\$214,471.00	\$215,000.00
4311 Highway Block Grant	\$44,293.00	\$44,266.00	\$44,000.00
4316 Street Lighting	\$6,500.00	\$6,196.00	\$6,500.00
<b>Sanitation</b>			
4321 Solid Waste/ Recycling/Collection	\$108,885.00	\$108,885.00	\$108,885.00
4324 AVR RDD/ Carberry	\$46,000.00	\$41,956.00	\$46,000.00
<b>Health</b>			
4411 Health Administration	\$700.00	\$493.00	\$700.00
<b>Welfare</b>			
4441 General Assistance	\$5,000.00	\$1,374.00	\$5,000.00
4444 Intergovernment Programs	\$3,000.00	\$2,300.00	\$3,000.00
<b>Culture and Recreation</b>			
4520 Parks and Recreation	\$10,000.00	\$7,858.00	\$10,000.00
4550 Library Trustees	\$18,266.00	\$18,266.00	\$19,000.00
4583 Patriotic Purposes	\$500.00	\$163.00	\$500.00
<b>Conservation</b>			
4619 Timber Management	\$0.00	\$0.00	\$0.00
<b>Conservation Committee</b>			
4711 Principle Long Term	\$0.00	\$0.00	\$0.00
4721 Interest Long Term	\$0.00	\$0.00	\$0.00

4723 Int Tax Anticipation Note	\$2,000.00	\$0.00	\$2,000.00
<b>Capital Outlay</b>			
4902 Machinery, Vehicles & Equip	\$0.00	\$0.00	\$0.00
4903 Buildings	\$0.00	\$0.00	\$0.00
<b>Operating Transfers Out</b>			
4915 Capital Reserve Funds			
M&D Ambulance	\$0.00	\$0.00	\$10,000.00
Fire Truck	\$20,000.00	\$20,000.00	\$20,000.00
Highway Equipment	\$5,000.00	\$5,000.00	\$5,000.00
New Town Building & Renovations	\$25,000.00	\$25,000.00	\$35,000.00
<b>Total Appropriations</b>	<b>\$923,456.00</b>	<b>\$871,528.00</b>	<b>\$963,141.00</b>

<b>Budget of the Town of Milan</b>				
<b>Estimated Revenues</b>				
		<b>Estimated</b>	<b>Actual</b>	<b>Estimated</b>
		<b>Revenue 2016</b>	<b>Revenue 2016</b>	<b>Revenue 2017</b>
<b>Taxes</b>				
3120 Land Use Change Tax		\$0.00	\$0.00	\$0.00
3185 Yield Tax		\$28,000.00	\$31,050.00	\$28,000.00
3186 Payment in Lieu of Taxes		\$10,495.00	\$10,687.00	\$10,687.00
3187 Excavation Tax (\$.02 cent cu yd)		\$100.00	\$70.00	\$100.00
3190 Interest and Penalties on Taxes		\$30,000.00	\$41,432.00	\$30,000.00
<b>Licenses, Fees, Permits</b>				
3210 Business License UCC		\$500.00	\$180.00	\$500.00
3220 Motor Vehicle Permit Fees		\$275,000.00	\$318,785.00	\$300,000.00
3290 Other Licenses, Permits, Fees		\$4,500.00	\$4,890.00	\$4,500.00
<b>Government and State Revenues</b>				
3310-3319 From Federal Gov		\$0.00	\$0.00	\$0.00
3351 Shared Revenue		\$0.00	\$0.00	\$0.00
3352 Rooms and Meals Tax		\$64,295.00	\$69,187.00	\$60,000.00
3353 Highway Block Grant		\$44,293.00	\$46,689.00	\$40,000.00
3356 Fed Forest Lands Reim		\$0.00	\$0.00	\$0.00
3357 Flood Control Reimbursement		\$0.00	\$0.00	\$0.00
3358 Disaster Assistance		\$0.00	\$0.00	\$0.00
3359 Railroad Tax & Other		\$1,600.00	\$3,961.00	\$2,000.00
3359.3 EMPG Grant		\$0.00	\$0.00	\$0.00
3359.6 Community Forest Grant		\$0.00	\$0.00	\$0.00
<b>Intergovernment Revenue</b>				
3379 Town of Dummer		\$27,844.00	\$27,844.00	\$27,844.00
<b>Charges for Services</b>				
3401 Income from Departments		\$5,000.00	\$6,851.00	\$5,000.00
3404 AVRRDD Permit Fees		\$400.00	\$435.00	\$400.00
3500 Misc Revenues				
3501 Sale of Town Property		\$500.00	\$3,696.00	\$500.00
3502 Interest on Investments		\$100.00	\$2,101.00	\$500.00
3506 Insurance Dividends		\$0.00	\$0.00	\$0.00
<b>Interfund Transfers</b>				
3915 Capital Reserve Funds		\$0.00	\$0.00	\$0.00
3916 Trust Funds		\$0.00	\$0.00	\$0.00
<b>Other Financial Sources</b>				
3934 Long Term Notes				
<b>Total Revenues and Credits</b>		\$492,627.00	\$567,858.00	\$510,031.00



## SUMMARY INVENTORY OF VALUATION

Submit to the Department of Revenue Administration by September 1

### Instructions

*Note: for ease of use please begin at the last section and work forward.*

**REPORTS REQUIRED:** RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

**NOTE:** The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7. Please complete all applicable pages and refer to the instructions for individual items.

### For Assistance Please Contact:

DRA Municipal and Property Division  
Phone: (603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>

Data has been imported into the form from an external source. All form calculations have been disabled.

### ENTITY'S INFORMATION

Entity Type:  Municipality  Village

Municipality: MILAN

County: COOS

Original Date

09/01/2016

Revision Date

09/01/2016

### ASSESSOR

Avatar Associates

Assessor's Name

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

### MUNICIPAL OFFICIALS

Richard Lamontagne

Municipal Official 1

Randy Fortin

Municipal Official 3

Municipal Official 5

Bud Chapman

Municipal Official 2

Municipal Official 4

Municipal Official 6

Under penalties of perjury, We declare that we have examined the information contained in this form and to the best of our belief it is true, correct and complete.

### PREPARER'S INFORMATION

Lynn Dube

Preparer's Name

449 2484

Phone Number

townofmilan@gmail.com

Email (optional)



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS1**

**Municipality Values**

**Value Land Only (Exclude amount listed in lines 3A, 3B and 4)**

		<b>Number of Acres</b>	<b>Assessed Valuation</b>
1-A	Current Use (At current values) RSA 79-A	29,354.19	\$1,258,773
1-B	Conservation Restriction Assessment RSA 79-B		
1-C	Discretionary Easements RSA 79-C		
1-D	Discretionary Preservation Easements RSA 79-D		
1-E	Taxation of Land Under Farm Structures RSA 79-F		
1-F	Residential Land (Improved and Unimproved)	2,737.71	\$33,753,700
1-G	Commercial/Industrial Land (excluding Utility Land)	118.31	\$1,020,500
1-H	Total of Taxable Land	32,210.21	\$36,032,973
1-I	Tax Exempt and Non-Taxable Land	5,890.85	\$3,354,700

**Value Buildings Only (Exclude amount listed in lines 3A and 3B)**

		<b>Number of Structures</b>	<b>Assessed Valuation</b>
2-A	Residential		\$57,642,500
2-B	Manufactured Housing as defined in RSA 674:31		\$4,589,200
2-C	Commercial/Industrial (excluding Utility buildings)		\$5,053,000
2-D	Discretionary Preservation Easements RSA 79-D		
2-E	Taxation of Farm Structures RSA 79-F		
2-F	Total of Taxable Buildings		\$67,284,700
2-G	Tax Exempt and Non-Taxable Buildings		\$3,708,100

**Utilities and Timber**

		<b>Assessed Valuation</b>
3-A	Utilities	\$23,216,900
3-B	Other Utilities	
4	Mature Wood and Timber RSA 79:5	

**Valuation before Exemptions (Total of lines 1H, 2F, 3A, 3B and 4)**

**\$126,534,573**



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS1**

**Exemptions**

		<b>Total # Granted</b>	<b>Assessed Valuation</b>
6	Certain Disabled Veterans (RSA 72:36-a) <span style="color: blue;">?</span>		
7	Improvements to Assist the Deaf RSA (72:38-b V) <span style="color: blue;">?</span>		
8	Improvements to Assist Persons with Disabilities (RSA 72:37-a) <span style="color: blue;">?</span>		
9	School Dining/Dormitory/Kitchen Exemption (RSA 72:23-IV) <span style="color: blue;">?</span>		
10a	Non-Utility Water & Air Pollution Control Exemption (RSA 72:12-a) <span style="color: blue;">?</span>		
10b	Utility Water & Air Pollution Control Exemption (RSA 72:12-a) <span style="color: blue;">?</span>		

**11) Total of Assessed Valuation of all Properties (Line 5 minus lines 6,7,8,9,10a,10b) ?** **\$126,534,573**

**Summation of Exemptions ?**

		<b>Amount Per Exemption</b>	<b>Total # Granted</b>	<b>Assessed Valuation</b>
12	Blind Exemption (RSA 72:37) <span style="color: blue;">?</span>	\$15,000	1	\$15,000
13	Elderly Exemption (RSA 72:39-a & b)		17	\$630,000
14	Deaf Exemption (RSA 72:38-b) <span style="color: blue;">?</span>			
15	Disabled Exemption (RSA 72:37-b) <span style="color: blue;">?</span>			
16	Wood Heating Energy Systems Exemption (RSA 72:70) <span style="color: blue;">?</span>			
17	Solar Energy Systems Exemption (RSA 72:62) <span style="color: blue;">?</span>			
18	Wind Powered Energy Systems Exemption (RSA 72:66) <span style="color: blue;">?</span>			
19	Add'l School Dining/Dormitory/Kitchen Exemptions (RSA 72:23 IV) <span style="color: blue;">?</span>			

**20) Total of Amount of Exemptions (sum of lines 12-19) ?** **\$645,000**

**Calculations:**

21) NET VALUATION: Used To Compute Municipal, County, and Local Education Tax Rates (Line 11 minus Line 20) <span style="color: blue;">?</span>	<b>\$125,889,573</b>
22) LESS UTILITIES: (Line 3A) Do not include the value of other utilities listed in Line 3B	<b>\$23,216,900</b>
23) NET VALUATION WITHOUT UTILITIES TO COMPUTE STATE EDUCATION TAX (Line 21 minus Line 22) <span style="color: blue;">?</span>	<b>\$102,672,673</b>

Notes:



#### Utility Summary: Electric, Hydroelectric, Renewable - Misc., Nuclear, Gas/Pipeline, Water & Sewer

## Utility Value Appraiser

Who Appraises/Establishes the Utility Value in the Municipality? (If multiple, please list)

Avitar Associates

If the Municipality Uses DRA Utility Values, is it Equalized By The Ratio?  Yes  No

## SECTION A

### List Electric Companies

## Electric Company

PSNH DBA EVERSOURCE ENERGY

**\$4,375,500**

## Assessed Valuation

## A1 Total of all Electric Companies listed in this section:

**\$4,375,500**

### •List Gas Companies

## Gas Company

PORTRLAND NATURAL GAS TRANSMISSION SYSTEM

**\$18,841,400**


## Assessed Valuation

**A2 Total of all Gas Companies listed in this section:**

**\$18,841,400**



**New Hampshire**  
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**2016**  
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**List Water and Sewer Companies**

**Water/Sewer Company**


**Assessed Valuation**


**A3 Total of all Water and Sewer Companies listed in this section:**

**Grand Total Valuation of all Sect. A Utility Companies**

**\$23,216,900**

**SECTION B**

**List Other Utility Companies**

**Other Utility Company**


**Assessed Valuation**


**B1 Total of All Other Companies listed in this section (must agree with line 3B):**



**New Hampshire**  
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**Tax Credits and Exemptions**

**Veterans' Tax Credits**

**Credit Description**

**1 Veterans' Tax Credit/Optional Veterans' Tax Credit (RSA 72:28)**  
(\$50 Standard Credit, \$51 up to \$500 upon adoption by city/town)

Limits	Number of Individuals	Estimated Tax Credits
\$100	76	\$7,600

**2 Surviving Spouse (RSA 72:29-a)**

\$700		
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"The surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States..."

(\$700 Standard Credit, \$701 up to \$2,000 upon adoption by city or town)

**3 Tax Credit for Service-Connected Total Disability (RSA 72:35)**

\$700	2	\$1,400
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"Any person who has been honorably discharged from the military service of the United States and who has total and permanent service-connected disability, or who is a double amputee or paraplegic because of service-connected injury..." (\$700 Standard Credit, \$701 up to \$2,000 upon adoption by city or town)

**Total Number and Amount** **78** **\$9,000**

**Disabled Exemption Report**

**Disabled Exemption Report (RSA 72:37-b)**

**Deaf Exemption Report (RSA 72:38-b)**

Income Limits

Single	Married

Asset Limits

Single	Married

**Elderly Exemption Report (RSA 72:38-b)**

**First Time Filers Granted Elderly Exemption for Current Tax Year**

**Total Number of Individuals Granted an Elderly Exemption for the Current Tax Year & Total Number of Exemptions Granted**

Age	#	Amount Per Individual
65-74		\$20,000
75-79		\$30,000
80+		\$40,000

Age	#	Max Allowable Exemption
65-74	1	\$20,000
75-79	3	\$90,000
80+	13	\$520,000
	17	\$630,000

Total Actual Exemption Granted
\$20,000
\$90,000
\$520,000
<b>\$630,000</b>

Income Limits

Single	\$18,400
Married	\$26,400

Asset Limits

Single	
Married	\$50,000

Adopted:  Yes  No

Adopted:  Yes  No

Adopted:  Yes  No



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS1**

**Property Reports**

**Current Use Reports - RSA 79-A**

	<b>Total Number of Acres Receiving Current Use</b>	<b>Assessed Valuation</b>	<b>Other Current Use Statistics</b>	<b>Total Number of Acres</b>
Farm Land	1,124.55	\$328,077	Receiving 20% Rec. Adjustment	22,423.32
Forest Land	9,494.74	\$428,949	Removed from Current Use During Current Tax Year 2016	
Forest Land with Documented Stewardship	17,407.3	\$477,980	Owners in Current Use	166
Unproductive Land	571.42	\$10,559	Parcels in Current Use	323
Wet Land	756.18	\$13,208		
<b>Total</b>	<b>29,354.19</b>	<b>\$1,258,773</b>		

**Land Use Change Tax** ?

**Gross Monies Received for Calendar Year (Jan 1 through Dec 31)**

Conservation Allocation	Percentage		And/Or Dollar Amount	\$5,120
Monies to Conservation Fund				
Monies to General Fund				\$5,120

**Conservation Restriction Assessment Report - RSA 79-B (must file PA-60)**

	<b>Total Number of Acres Receiving Conservation</b>	<b>Assessed Valuation</b>	<b>Other Conservation Restriction Assessment Statistics</b>	<b>Total Number of Acres</b>
Farm Land			Receiving 20% Recreation Adjustment	
Forest Land			Removed from Conservation During Current Tax Year	
Forest Land with Documented Stewardship			Owners in Conservation	
Unproductive Land			Parcels in Conservation	
Wet Land				

**Discretionary Easements - RSA 79-C** ?

<b>Total Number of Acres</b>	<b># of Owners</b>	<b>Assessed Valuation</b>	<b>Description of Discretionary Easements Granted (e.g. Golf Course, Ball Park, Race Track)</b>

**Assessments on Farm Structures and Land Under Farm Structures - RSA 79-E** ?

<b>Total Number Granted</b>	<b>Total Number of Structures</b>	<b>Total Number of Acres</b>	<b>Assessed Valuation Land</b>	<b>Assessed Valuation Structures</b>



Discretionary Preservation Easements RSA 79-D Historic Agricultural Structures



**New Hampshire**  
*Department of*  
*Revenue Administration*

**2016**  
**MS1**

**Tax Increment Financing Districts - RSA 162-K**



TIF District Name	Date of Adoption/Modification	Original Assessed Value	Unretained Captured Assessed Value	Amount used on page 2	Retained Captured Assessed Value	Current Assessed Value



**New Hampshire**  
Department of  
Revenue Administration

2016  
MS1

### **Revenues Received from Payments In Lieu of Tax**

	Revenue	Number of Acres
State and Federal Forest Land, Recreational and/or Flood control land from MS-4, acct 3356 & 3357		116
White Mountain National Forest only, acct. 3186	\$10,495	4,257

Check if your municipality has entered into an agreement for a payment in lieu of taxes with a renewable generation facility pursuant to RSA 72:74.



**New Hampshire**  
Department of  
Revenue Administration

**2016**  
**MS1**

**1. CERTIFY THIS FORM**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Lynn

Preparer's Last Name

Dube

Date

Sep 1, 2016

**2. SAVE AND EMAIL THIS FORM TO THE EQUALIZATION BUREAU**

Please save and e-mail the completed, fillable PDF form to the Equalization Bureau at [equalization@dra.nh.gov](mailto:equalization@dra.nh.gov).

**3. PRINT, SIGN, AND UPLOAD THIS FORM TO THE MTRSP**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Bureau Advisor.

**GOVERNING BODY CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's Signature

Governing Body Member's Signature and Title

Assessor's Signature

Governing Body Member's Signature and Title

ACCOUNTANTS' COMPILATION REPORT

To the Board of Selectmen,  
Town of Milan:

Management is responsible for the accompanying financial statements of Town of Milan, which comprise the balance sheet as of December 31, 2015, and the related statement of revenue, expenditures and fund balance for the year then ended, included in the accompanying prescribed form MS-535. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the accompanying prescribed form MS-535 nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements included in the accompanying prescribed form MS-535 are intended to comply with the requirements of New Hampshire Department of Revenue Administration, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

*Crane & Bell, PLLC*

June 9, 2016

**Schedule Town Property**  
**As of December 31, 2016**

Town Land and Buildings		\$2,959,300.00
Town Halls		
	Furniture and Equipment	\$43,200.00
Library		
	Furniture and Equipment	\$29,600.00
Fire Department		
	Furniture and Equipment	\$60,000.00
	Fire Trucks	\$260,000.00
M&D Ambulance	(Milan 2/3)	
	Furniture and Equipment	\$28,865.00
	Ambulance	\$105,000.00
Highway Department	Equipment	\$13,184.00
Cemetery Lands		\$159,100.00
Total Value Town Property 12/31/2016		\$3,658,249.00

## Treasurer's Report

General Fund      Conservation

Northway Balance January 1, 2016	687,301.77	3,470.20
Deposits	3,626,996.89	
Expenditures	3,631,713.45	
Interest Checking	54.73	
Interest NHPDIP	2,028.07	18.12
Balance December 31, 2015	684,668.01	3,488.32
Northway Checking Account	167,725.31	
NHPDIP	516,962.70	
Total Available Cash	684,688.01	



## **Tax Collector's Report**

Form Due Date: **March 1 (Calendar Year), September 1 (Fiscal Year)**

### **Instructions**

#### **Cover Page**

- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

#### **For Assistance Please Contact:**

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

#### **ENTITY'S INFORMATION**

Municipality: **MILAN**

County: **COOS**

Report Year: **2016**

#### **PREPARER'S INFORMATION**

First Name

Last Name

**Cynthia**

**Woodward**

Street No.

Street Name

Phone Number

**20**

**Bridge St.**

**449-3461**

Email (optional)

**milantownclerk@gmail.com**



**New Hampshire**  
**Department of**  
**Revenue Administration**

**2017**  
**MS-61**

**Debits**

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2015	Year: 2014	Year: 2013
Property Taxes	3110		\$185,083.04		\$1,936.77
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185		\$669.75		
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(\$1,768.76)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies		
			2015		
Property Taxes	3110	\$2,541,039.00			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185	\$31,050.44			
Excavation Tax	3187	\$70.28			
Other Taxes	3189				
-					

Add Line

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2015	2014	2013
Property Taxes	3110	\$1,580.00	\$7,490.44		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
-					

Add Line

Interest and Penalties on Delinquent Taxes	3190	\$1,384.48	\$12,845.46		\$100.75
Interest and Penalties on Resident Taxes	3190				

Total Debits      \$2,573,355.44      \$206,088.69      \$2,037.02



**New Hampshire**  
Department of  
Revenue Administration

**2017**  
**MS-61**

**Credits**

Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$2,320,159.45	\$111,304.13		\$1,936.27
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$31,050.44	\$225.50		
Interest (Include Lien Conversion)	\$1,384.48	\$9,961.21		\$75.75
Penalties		\$2,884.25		\$25.00
Excavation Tax	\$70.28			
Other Taxes				
Conversion to Lien (Principal Only)		\$72,492.16		
<input type="checkbox"/> <input type="checkbox"/>				
<b>Add Line</b>				
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$3,415.00	\$7,490.44		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
<input type="checkbox"/> <input type="checkbox"/>				
<b>Add Line</b>				
Current Levy Deeded	\$764.00			



**New Hampshire**  
*Department of*  
*Revenue Administration*

**2017**  
**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$217,862.20	\$1,731.00		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$1,350.41)			
Other Tax or Charges Credit Balance				
<b>Total Credits</b>		<b>\$2,573,355.44</b>	<b>\$206,088.69</b>	<b>\$2,037.02</b>



**New Hampshire**  
Department of  
Revenue Administration

**2017**  
**MS-61**

**Summary of Debits**

Last Year's Levy	Prior Levies (Please Specify Years)		
	Year: 2015	Year: 2014	Year: 2013
Unredeemed Liens Balance - Beginning of Year		\$75,173.53	\$42,099.26
Liens Executed During Fiscal Year	\$79,852.04		
Interest & Costs Collected (After Lien Execution)	\$3,056.26	\$9,162.07	\$14,893.63
<input type="button" value="-"/> <input type="button" value="+"/>			
<input type="button" value="Add Line"/>			
<b>Total Debits</b>	<b>\$82,908.30</b>	<b>\$84,335.60</b>	<b>\$56,992.89</b>

**Summary of Credits**

Last Year's Levy	Prior Levies		
	2015	2014	2013
Redemptions	\$32,361.84	\$41,451.51	\$41,299.81
<input type="button" value="-"/> <input type="button" value="+"/>			
<input type="button" value="Add Line"/>			
Interest & Costs Collected (After Lien Execution) #3190	\$3,056.26	\$9,162.07	\$14,893.63
<input type="button" value="-"/> <input type="button" value="+"/>			
<input type="button" value="Add Line"/>			
Abatements of Unredeemed Liens			
Liens Deeded to Municipality	\$1,779.36	\$2,273.81	\$698.39
Unredeemed Liens Balance - End of Year #1110	\$45,710.84	\$31,448.21	\$101.06
<b>Total Credits</b>	<b>\$82,908.30</b>	<b>\$84,335.60</b>	<b>\$56,992.89</b>



**New Hampshire**  
*Department of*  
**Revenue Administration**

**2017**  
**MS-61**

**1. CERTIFY THIS FORM**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Cynthia

Preparer's Last Name

Woodward

Date

01/10/2017

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://protax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

**PREPARER'S CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

*Cynthia J Woodward Tax Collector (Town Clerk too)*

Preparer's Signature and Title

# Milan Town Clerk

## Deposit Journal

Deposit Dates from : 1/1/2016 to 12/31/2016

### Tender Summary

Milan Drawer	Tender	Amount
CASH		\$33,586.16
CHICKS	(1,192)	\$276,403.67
TRAVELERS CHECKS		\$0.00
<b>Deposit Total:</b>		<b>\$329,989.83</b>

### Activity Summary

CHECK/REFUND	Count	State Amt	Municipal Amt	Fee	Count	Fee	Count	Amount
ADMIN	3	\$0.00	\$0.00	AGENT FEE	2,055	\$6,165.00		
				APPLICATION FEE	257	\$514.00		
CASH				BAD CHECK FEE	4	\$100.00		
CHICKS	(1,192)			BOAT AGENT FEE	70	\$70.00		
TRAVELERS CHECKS				BOAT CLERK FEE	72	\$766.08		
<b>Deposit Total:</b>				BOAT FEE	72			
				BURIAL FEES	11	\$4,450.00		
				CLERK FEE	2,398	\$4,796.00		
				DOG LATE FEE	20	\$149.00		
				DOG LICENSE FEE GROUP	4	\$72.00		
				DOG LICENSE FEE PUPPY	11	\$44.00		
				DOG LICENSE FEE SENIOR	40	\$60.00		
				DOG LICENSE FEE STAYED/NEUTERED	203	\$812.00		
				DOG LICENSE FEE UNNEUTERED	45	\$292.50		
				DOG OVERPOPULATION FEE	263	\$266.00		
				DOG STATE LICENSE FEE	299	\$149.50		
				HISTORY ITEMS	10	\$200.00		
				MARRIAGE LICENSE - STATE	4	\$172.00		
				MARRIAGE LICENSE - TOWN	4	\$28.00		
				MISCELLANEOUS FEE	13	\$24.84		
				PERMIT FEE	2,382	\$307,147.41		
				POLE PERMITS	1	\$10.00		
				TRANSFER FEE	135	\$675.00		
				TRANSFER STATION STICKER	24	\$385.00		
				UCC FILING FEE	2	\$180.00		
				VITAL STATISTICS - STATE - ADDL CO	26	\$130.00		
				VITAL STATISTICS - STATE - FIRST CO	26	\$208.00		
				VITAL STATISTICS - TOWN - ADDL CO	26	\$130.00		
				VITAL STATISTICS - TOWN - FIRST CO	26	\$182.00		
<b>Sub Total:</b>		<b>2,620</b>	<b>\$0.00</b>	<b>\$320,205.49</b>				
<b>DOG LICENSES</b>	<b>Count</b>							
LICENSE NEW	36	\$0.00	\$233.50					
LICENSE RENEWAL	269	\$0.00	\$1,891.00					
VOID - RETURNED CHECK	4	\$0.00	\$-32.50					
<b>Sub Total:</b>		<b>309</b>	<b>\$0.00</b>	<b>\$2,092.00</b>				
<b>TOWN CLERK SERVICES</b>	<b>Count</b>							
2013 STAYED/NEUTERED LJ	1	\$0.00	\$6.50					
2014 STAYED/NEUTERED LJ	2	\$0.00	\$13.00					
2015 STAYED/NEUTERED LJ	2	\$0.00	\$13.00					
BURIAL FEES	11	\$0.00	\$4,650.00					
MARRIAGE LICENSE	4	\$0.00	\$200.00					
MISCELLANEOUS	13	\$0.00	\$524.84					
POLE PERMITS	1	\$0.00	\$10.00					
RETURNED PAYMENT	4	\$0.00	\$100.00					
TOWN HISTORY ITEMS	10	\$0.00	\$200.00					
TRANSFER STATION STI	24	\$0.00	\$385.00					
UCC FILING	2	\$0.00	\$180.00					
VITAL STATISTICS	26	\$0.00	\$650.00					
VOID - SAME DAY TELLER	3	~	\$-19.50					
<b>Sub Total:</b>		<b>103</b>	<b>\$0.00</b>	<b>\$6,912.84</b>				
<b>Total:</b>		<b>3,035</b>	<b>\$0.00</b>	<b>\$329,210.33</b>				
<b>Grand Total:</b>					<b>8,503</b>	<b>\$329,210.33</b>		



## **Tax Rate Breakdown Milan**

<b>Municipal Tax Rate Calculation</b>			
<b>Jurisdiction</b>	<b>Tax Effort</b>	<b>Valuation</b>	<b>Tax Rate</b>
Municipal	\$363,674	\$125,889,573	\$2.89
County	\$533,768	\$125,889,573	\$4.24
Local Education	\$1,429,393	\$125,889,573	\$11.35
State Education	\$222,405	\$102,672,673	\$2.17
<b>Total</b>	<b>\$2,549,240</b>		<b>\$20.65</b>

<b>Village Tax Rate Calculation</b>			
<b>Jurisdiction</b>	<b>Tax Effort</b>	<b>Valuation</b>	<b>Tax Rate</b>
<b>Total</b>			

<b>Tax Commitment Calculation</b>			
Total Municipal Tax Effort			\$2,549,240
War Service Credits			(\$9,000)
Village District Tax Effort			
Total Property Tax Commitment			\$2,540,240

10/13/2016

Stephan Hamilton  
Director of Municipal and Property Division  
New Hampshire Department of Revenue Administration

Town of Milan  
Trustees of Trust Funds & Capital Reserves Report 2016

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	Principal				New Funds				Beginning Balance				Ending Balance				Income Amount					
			Beginning Balance	New Funds Created	Cash Gains	Withdrawals	Beginning Balance	New Funds Created	Cash Gains	Withdrawals	Beginning Balance	New Funds Created	Cash Gains	Withdrawals	Beginning Balance	New Funds Created	Cash Gains	Withdrawals	Beginning Balance	New Funds Created	Cash Gains	Withdrawals		
1986	C. Onofrio Memorial Fund	Perpetual Care of Memorial	Invested NHPDIP	405.07	-	-	-	-	-	-	181.65	-	-	-	405.07	3.06	-	-	-	-	-	-		
Various	Cemetery Trusts	Perpetual Care Various Maint	NHPDIP	67,574.11	-	-	-	-	-	-	67,574.11	-	-	-	32,542.94	521.77	-	-	-	-	-	-		
Various	Cemetery Trusts	Cemetery R&M	NHPDIP	3,075.00	-	-	-	-	-	-	3,075.00	-	-	-	2,614.93	29.66	-	-	-	-	-	-		
1986	Town of Milan	Fire Truck	NHPDIP	120,000.00	20,000.00	-	-	-	-	-	140,000.00	-	-	-	5,239.00	705.84	-	-	-	-	-	-		
1986	Town of Milan	Ambulance Replacement	NHPDIP	15,000.00	10,000.00	-	-	-	-	-	25,000.00	-	-	-	51.75	112.54	-	-	-	-	-	-		
1995	Town of Milan	School Sct 504	NHPDIP	500.00	-	-	-	-	-	-	500.00	-	-	-	252.44	3.94	-	-	-	-	-	-		
1975	Elamman School Lib.	Books	NHPDIP	1,000.00	-	-	-	-	-	-	1,000.00	-	-	-	272.75	6.63	-	-	-	-	-	-		
1998	Town of Milan	Highway Equipment	NHPDIP	23,194.90	5,000.00	-	-	-	-	-	15,880.93	12,313.97	-	-	-	-	-	-	-	72.19	-	-	-	
2003	Town of Milan	Building & Grounds Cap. Res.	NHPDIP	55,917.24	35,000.00	-	-	-	-	-	90,917.24	-	-	-	92.83	311.40	-	-	-	-	-	-	-	
2005	Town of Milan	Tuition Expendable	NHPDIP	142,000.00	-	-	-	-	-	-	142,000.00	-	-	-	10,600.38	796.09	-	-	-	-	-	-	-	
2006	Town of Milan	Underground Storage Tank Fd	NHPDIP	33,431.61	6,000.00	-	-	-	-	-	39,431.61	-	-	-	49.27	177.95	-	-	-	-	-	-	-	
2007	Hillcrest Cmt Tr-A Teff	Various Maintenance	NHPDIP	53,975.75	-	-	-	-	-	-	53,975.75	-	-	-	734.32	284.30	-	-	-	-	-	-	-	
2008	Tech Cap. Reserve Fund	Technology Expenses	NHPDIP	15,851.94	-	-	-	-	-	-	15,851.94	-	-	-	18.65	82.79	-	-	-	-	-	-	-	
2010	Energy Expendable	School Energy Costs	NHPDIP	10,000.00	-	-	-	-	-	-	10,000.00	-	-	-	40.85	52.38	-	-	-	-	-	-	-	
2010	Office Construction	Town Office Renovations	NHPDIP	150,000.00	25,000.00	-	-	-	-	-	174,961.49	-	-	-	334.59	542.19	-	-	-	-	-	-	-	
2012	Town Highways & Road	R&M and upgrades of town rds	NHPDIP	0.27	-	-	-	-	-	-	0.27	-	-	-	-	0.70	-	-	-	-	-	-	-	
2012	Town of Milan	Community Forest Cap. Res.	NHPDIP	50,086.49	-	-	-	-	-	-	41,756.90	-	-	-	8,329.59	0.00	-	-	-	-	-	-	-	
2014	Milan Recreation	Milan Recreation	NHPDIP	15,346.92	-	-	-	-	-	-	560.77	14,786.15	-	-	-	(0.00)	77.92	-	-	-	-	-	-	-
		Totals		757,339.30	101,000.00	-	-	-	-	-	233,160.09	625,199.21	-	-	-	53,046.44	4,024.45	-	-	-	-	-	-	-

Respectfully Submitted,  
Trustees of Trust Funds

# DEPARTMENT REPORTS



Photo Credit: George Pozzuto

## BOARD OF SELECTMEN

We now have a new Sand/Salt shed which is located next to the Power Line on Milan Hill Road. The building looks real good having Vinyl Siding. We now have an excellent looking and workable solid building thanks to all of the planning of the project by our Town Road Agent Harley Mason. At this time we would like to thank Rick Flint for the use of the previous site for many years. Sand is still available at the new location as it has been previously. Most people have found the shed already with those icy days we had towards the end of the year.

This coming year we will still continue with up grading our roads. So far a good piece of Success Road has been completed. We hope to complete the rest of it this year if possible. Next year we would return to Cedar Pond drive which is about half done. When these two roads are completed we would evaluate where to move to next. The aim is to work on this a little bit at a time and we have all roads up to par. It is far better to do a little bit at a time then to do none at all. We do this so there is minimal impact on our Budget.

The Milan Community Forest Committee has been very active in the pursuit of purchasing land and also in finding the funds to do so. We commend them for their excellent work towards the goal that they have set for the Town.

At this time we would like to thank the many Boards and Volunteers of the town. They are so necessary in a small town to keep everything going smoothly and not place a burden on a few people.

Without the understanding and the support of the people of Milan, we would have a more difficult job, so we THANK ALL of you

Sincerely

Richard Lamontagne

Bud Chapman

Randy Fortin

## Report of the Town Clerk/Tax Collector

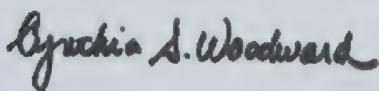
In 2016 we welcomed Dawn Dube as our Deputy Town Clerk and Deputy Tax Collector. Upon her successful training period, we were happy to return to our regular office hours: Monday through Thursdays, 8am-1pm; 2pm-7pm. Dawn is a welcomed addition and a great complement to our Town Office Team!

Also, introduced last year was Invoice Cloud; the software that allows property owners to pay their taxes online via credit card or ACH (electronic check) payment. Everything has been working well. 85 payments were made online in 2016 for a total of \$54,899.01. If you want to check out how it works prior to the first issue 2017 property tax bills, visit [www.townofmilan.org](http://www.townofmilan.org). On the home page, you may click on "Property Taxes Review Online". Search for your property by owner name, address or Parcel ID number.

We are concerned about the security of our Town, our Residents and Employees. We are taking steps to increase protection for increased security. Considering what transpired in a neighboring town, everyone here in Milan has been left feeling somewhat wary. We have looked back at our reports and transactions to assure that proper procedures are being followed. Having a separate Administrative Assistant, Treasurer and Town Clerk/Tax Collector, allows for proper 'checks and balances'. Part of the Town Clerk/Tax Collector's budget submitted for approval this year includes a request for an upgrade to our municipal software. This one-time expense will help protect the Town and the Clerk concerning cash transactions. An additional benefit is that our DMV processes will be streamlined, saving time as well.

It is an honor to serve as Milan's Town Clerk/Tax Collector. We are here to work for you.

Respectfully Submitted,



Town Clerk/Tax Collector



## Milan Fire Department

Once again it has been a very busy year for the Fire Department, throughout the year the department responded to 3 Major Structure Fires, 3 Major Forest Fires as well as numerous motor vehicle accidents and other emergency service calls all in all doubling our normal call volume from recent years.

We have strengthened our relationship with the other emergency agencies in our area in addition to the Milan Ambulance who we are continuing to assist with the medical related calls. I am pleased to report that the fire departments morale and equipment are both in excellent condition. We are always pleased to have new interest in the fire service and have welcomed two new members who have jumped right in and are doing great.

Throughout the year we have had several opportunities to attend trainings both in house and out of town. Some of the trainings included, rope rescue/ rappelling, motor vehicle extrication, drug overdose, code enforcement, school emergency's and fire service instructor certification. These are just a few of the many training events the members have attended recently. There is no substitute for using the real equipment in a real "staged" situation. All of our trainings are conducted within the standard of the New Hampshire fire Academy, utilizing state instructors.

I would like to thank Daniel Vieta of BRP, parent company of Can-am, for donating the use of not one but two UTV units for nearly a month during the Camp Razor event in late September. During that time the units proved to be a valuable resource and were utilized on two emergency calls for service by fire department personnel.

It is my privilege to lead and work with such a dedicated and experienced group of individuals who volunteer their time to help their neighbors. The men and women of the Milan Fire Department are on call 24 hours a day seven days a week to respond to any emergency at a moment's notice.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Bud Chapman". It is positioned above a horizontal line.

Chief Robert "Bud" Chapman

Also please check to see if your house number is clearly visible from the street, this will greatly assist us in swiftly locating the correct address in a time of emergency. Thank you

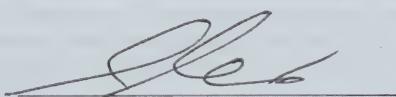
# Emergency Management

Business as usual for emergency management, throughout the year there has been many discussions and meetings involving hazard mitigation for the town of Milan should a disaster strike.

The relationship with the fire department continues to be a great asset to emergency management; the two departments continue to work in unison working to make sure that the town is fully prepared in times of disaster. We have been working with the state to have all of our hazard mitigation plans up to date as well as starting our new cycle of emergency operations plan (EOP).

Because the school has been designated as an emergency shelter we have been working with school officials and the state to provide a generator for the school, this would provide emergency power to the building in time of need.

Respectfully submitted



Assistant Fire Chief  
EMD  
Steve Gouin

## MILAN PUBLIC LIBRARY

Greetings from your town library! 2016 was another wonderful year, it is amazing all the fun and excitement that can be had from a library when you open a book and dissolve into the pages of a good story. Even spending time in the library can be fun, read on and find out how. But first let's talk numbers. Numbers are always a good indicator of growth and viability. In 2016 we had 667 adult patrons come through our door and 88 children. 519 books were checked out and we welcomed 18 new patrons to our library community. Our electronic book (eBook) readers hit an all-time high with 973 check outs! Wow, that is awesome. We added 136 new books to our collection and continued to weed out the old, moldy and unread books to make way for these new reads. Good stuff for everyone!

In 2015 the library remodeled a wonderful section for the children. The rave reviews of this remodel still continue to pour in as new people see it for the first time. This past year we decided that our older patrons needed a place as well to sit, open a book, have a cup of coffee or tea and enjoy good conversation with fellow book lovers. So, with the funds we earned at the penny book sale and quilt raffle at Milan Old Home Days, we purchased two colorful and comfy chairs and created a coffee station with a brand new Keurig machine that was donated to the library. In October we kicked off our coffee, conversation and books with an open house. Now this space is becoming a popular spot to be.



**On Your Mark Get Set.....READ!!!** was our summer reading program theme which incorporated movement, play and reading together to create a whole lot of fun for the kids and for the adults that participated with us. We had an awesome group of 15 children that joined us for 4 weeks of activities and goal oriented reading. Each child set a goal of how many books they thought they could read during our summer program and each child either met or exceeded their goals. It was so exciting to see such enthusiasm for reading.

This coming summer we will again team up with the Dummer Library to present **Build A Better World**. This theme makes use of the universal appeal of creating, repurposing and building. Through books, games and many STEAM (science, technology, engineering, art and math) activities, participants will discover new ways of looking at the world around them, challenge themselves, try new things and work together to make positive change. Registration will be in the early spring, be watching for details!



### Summer Reading Fun!

Bicycle obstacle course and learning  
through play time and dress up.  
Honestly...we read books too! ☺

A library is as only as good as the books on the shelves and the people that use the library and believe that libraries still need to exist for the betterment of us all. It is an honor and pleasure to work in this library and to have formed warm friendships with many who come in to use this cozy den of literary gold. This library sadly lost one of its dearest patrons this year, Lily Rich, who was the most ardent reader and never failed to share exactly what she thought of each book she read, either good, bad, comical or trash she would let me know. If a book landed with a "thump" on my desk I knew it was trash! Spending time with Lily and her husband Don, listening to their life stories and experiences is the essence of what libraries are all about. So to you Lily, thank you for being just as interesting and wonderful as any book on the shelf!

"Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve, and contribute to improving our quality of life. Libraries change lives for the better". ~ Sydney Sheldon

Respectfully submitted,  
Vickie Plourde





## Milan Community Forest



2016 has witnessed considerable progress in managing and expanding Milan's Community Forest. The groundwork laid in previous years has borne fruit with the addition of 833 acres in the Oak Hill and French Hill area, purchased from three willing sellers. This nearly doubles the size of the Community Forest. It has taken several years of effort, but Milan, and our partners, the Trust for Public Land and the Northern Forest Center have raised \$911,000.00 in grant funds, which together with funds generated from the sustainable harvest on three existing lots has allowed this purchase without the expenditure of any general tax revenue.

These new properties, as is the case with all Milan Community Forest land, are open to the public for pedestrian and traditional recreational use. This is detailed in the Public Use Policy which was adopted in 2016 after a public hearing. This policy and others can be found at [www.townofmilan.org](http://www.townofmilan.org) on the Community Forest web page. The Community Forest Committee has agreed to the construction of an ATV trail by the Milan Trail Huggers ATV Club through part of the Ammonoosuc lot as part of the Head Pond Connector Trail project. This is the only authorized ATV trail construction project which is expected to be open to traffic in 2018. No other ATV use is currently allowed in the Milan Community Forest.

Conservation easements have been placed on the newly acquired lots. This is a condition of the funding grants and is important in protecting these properties from development in the future while promoting recreational and educational uses as well as sustainable forestry management. The Society for the Protection of New Hampshire Forests is the easement holder for these properties. We will add conservation easements on three existing Community Forest lots in the French Hill/Oak Hill area as part of these grants, but the selectmen will need voter authorization to grant easements. It turns out that previous land purchase/sale authority granted by voters in 2012 does not include easements, so we are asking for the town's continued support in granting this authority to the selectmen.

Students and staff of the Milan Village School have been making use of the Milan Community Forest, including the new parcels on French Hill. Educational use will continue and expand and students may participate in hiking trail construction in the coming year.

Sustainable harvests were completed on the Kilkenny and Ammonoosuc lots. These harvests were conducted by Kel-Log, Inc. (a Milan based company) and resulted in not only providing funds for the Community Forest, but aided in supporting the local economy. The timber tax was paid to the Town of Milan as well. The harvests were supervised by the Community Forest's forester and improved the condition of the forest as well as producing timber and related forest products.

The Milan Community Forest Committee thanks Rebecca Oreskes who has left the Committee after more than six years of service to the Town of Milan. Rebecca's insight, expertise, and all around common sense has been invaluable to the advancement of the Milan Community Forest and will be sorely missed.

So 2016 was a great year for your Milan Community Forest. The Community Forest committee appreciates the support of Milan's citizens and encourages everyone to come out and enjoy this great resource. Any resident who might be interested in serving on the Milan Community Forest Committee is encouraged to contact any member of the Committee. Thank you Milan residents!

**MASON ENTERPRISES**  
**HARLEY E.MASON, JR.**  
**653 WEST MILAN ROAD**  
**MILAN, NH 03588**  
**603-449-3355 Phone – 603-449-3330 Fax**  
**603-723-7739 Cell Phone**

**February 9, 2017**

**Town of Milan**

First I would like to thank, the People of Milan, for working with us over the years, for raising and saving the money to build and complete our first sand shed. The project went very well and I think everyone is pleased with the new building. We were also able to pave another section of Success Loop Road. We are gaining a little each year on this project.

This winter of 2017 is surely keeping us busy. We seem to get snow or rain several times a week. Sure will be glad to see SPRING.

Truly yours,

**MASON ENTERPRISES**

A handwritten signature in black ink, appearing to read "Harley E. Mason Jr." The signature is fluid and cursive, with a distinct flourish at the end.

**Harley E. Mason, Jr**

The members of the Milan & Dummer Ambulance Service would like to take a moment to thank Peter Roberts for his many years of dedicated service to the towns of Milan and Dummer. Pete will be retiring this spring. He most recently served as Director of the ambulance service and has been a great asset in not only our towns, but statewide EMS as well.

In 2016 we saw 87 calls for service. Of that we were able to fully staff 57 calls, and assist on two others. We were able to support the Fire Department several times while they were on Fire calls. We experienced a few slumps during the year when we lost staff members to illness or injury, and one who went to fight wildfires in Canada (sometimes our call to service takes us elsewhere). We have regained those staff members and have a new EMT on board for the new-year.

After a rough year in 2015 we were able to get all of our state and federal paperwork up to date. We also are up to date with our Medicare enrollment. Our billing company has done a fantastic job of getting payment from insurance companies and Medicare. With all of this in place, 2017 starts off with a clean slate and we are ready to serve our communities. We are always looking for more members. If you are interested in becoming an Emergency Medical Responder or an Emergency Medical Technician, please come see us and we can help you get started.

Respectfully Submitted,

Robert Glover  
Director, Milan & Dummer Ambulance Service

## Milan Zoning Board of Adjustment Annual Report for 2016

Zoning Board members, with officers noted include: Ann Marie Chaisson, Linda Lamirande (Secretary), Lincoln Robertson, Nathan Sweatt (Vice Chairperson), Rodney Young (Chairperson). Diane Dupuis serves as a ZBA Alternate.

Highlights from 2016 include:

- Providing guidance to the Deer Estates Co-Op for their compliance with State agency requirements for the Trailer Park.
- Numerous Variances and Exceptions for residential as well as businesses were processed if deemed necessary, Public Hearings scheduled and decisions rendered.
- Worked with Lisa and John Beaudoin on their new business plan for developing property on Milan Hill for an RV Park.
- Information was provided to residents that attended monthly meetings (scheduled on the 3<sup>rd</sup> Thursday of each month at 7:00pm) to discuss criteria of their projects and discuss whether they needed further action by the ZBA to go forward with their work.

Board of Adjustment members are elected at annual town meetings for a three year term. The Board consists of five members and alternates are recruited to be available in the absence or conflict of interest of a seated board member. The duties and powers as provided by RSA 674:33 include: Hear and decide appeals, Special Exceptions to the terms of the Zoning Ordinance and hear and decide upon Variance requests.

In order for the Zoning Board to have experienced members, we seek additional Alternates to attend meetings and be available to participate on behalf of a Zoning Board Member. There is a stipend of \$20.00 per meeting. Anyone interested in this position, please stop by on the 3<sup>rd</sup> Thursday at 7:00pm.

Respectfully submitted,

**Linda Lamirande**

Linda Lamirande, ZBA Secretary

## ANDROSCOGGIN VALLEY REGIONAL REFUSE DISPOSAL DISTRICT

### 2016 ANNUAL REPORT OF DISTRICT ACTIVITIES

Our Materials Recycling Facility processed a total of 1,280.80 tons of recyclables, for the period January 1, 2016 through December 31, 2016, representing \$141,979.07 of marketing income to the District.

For calendar year 2016, our Transfer Station received 2,081 deliveries from District residents for a total of 469.25 tons of bulky waste and construction and demolition debris. In addition, our 382 commercial accounts delivered 356.38 tons of bulky waste and construction and demolition debris and 196.42 tons of wood. Recycling at the Transfer Station consisted of 1,244.12 tons of wood that was processed through a grinder, 206.01 tons of scrap metal; 303.61 tons of leaf and yard waste and 183.48 tons of brush which was chipped. In addition, 240 refrigerators/air conditioners; 90 propane tanks; 4,348 tires; 53,936 feet of fluorescent bulbs; 473 fluorescent U tubes and HID lamps; 918 ballasts and 77.30 tons of electronics were recycled. We also received 1,748 gallons of waste oil from our residents which was used in our waste oil furnace to heat the recycling center. Transfer Station recycling income totaled \$22,983.17. The District owns and operates the Recycling Center and Transfer Station.

District Officers are: Chair Linda Cushman of Jefferson; Vice Chair Paul Grenier for the Coos County Unincorporated Places and Secretary-Treasurer Michael Rozek of Berlin. Other District Representatives: Yves Zornio of Gorham, Raymond Aube of Randolph, Larry Enman of Errol, Richard Lamontagne of Milan, Alan Rossetto of Northumberland, Colin Wentworth of Stark and Raymond Holt (*Deceased, December 2016*) of Dummer.

In June, the District conducted its twenty-fifth annual Household Hazardous Waste Collection Day. The collection was held at the District Transfer Station with 319 households participating. The project was funded through the AVRRDD Budget with no assessments to the member communities. In addition, a grant from the State of New Hampshire reimbursed the District \$3,518. The next Household Hazardous Waste Collection Day will be held Saturday, June 3, 2017 at the District Transfer Station.

2016 was the fourteenth year of operations for the AVRRDD Mt. Carberry Landfill. Since purchasing the landfill in December 2002, no assessments have been made to the District municipalities for Mt. Carberry Landfill operations, with income raised through landfill tipping fees covering operating expenses. The landfill is operated, under contract with the District, by Cianbro Corp.

No assessments will be made to the member municipalities for the 2017 AVRRDD Budget.

Respectfully submitted,

*Sharon E. Gauthier*

Sharon E. Gauthier  
Executive Director

As the Regional Planning Commission serving 51 municipalities and 25 Unincorporated Places of Northern New Hampshire, North Country Council continues to move forward as a proactive resource for our communities, partners and the region, providing professional economic development, community, regional, transportation and solid waste planning services to serve your needs. Here are some of the highlights from the past year:

- Played key, supportive role in helping to secure \$800,000 in funding for infrastructure improvements at the former Wausau paper mill site in Groveton, as well as \$25,000,000 for construction of the new Morrison Senior Living Community in Whitefield.
- Provided grant writing and technical assistance to assist communities.
- Designated to administer Northern Border Regional Commission (NBRC) grants within the region.
- Coordinated household hazardous waste collection events serving 26 towns in the region.
- Administered funds that enabled Grafton County Senior Citizens Council, Transport Central, Tri-County Community Action Program and Advance Transit to reimburse volunteer drivers for 5,549 trips provided to the elderly or disabled.
- Completed over 150 traffic counts throughout the region to provide consistent and reliable data for use when planning infrastructure improvements.
- Completed the last of four federally-funded scenic byway corridor management plans and staffed North Country Scenic Byways Council to maintain the state byway designation.
- Administered grant for the study of the Mad River to identify options for saving Campton Village water infrastructure from costly streambank erosion.
- Provided member municipalities with guidance on records storage, prime wetlands designation, private development on federal land, bonding, interpretation of local regulations, and to several communities with the process for cell tower review, master plan updates and capital improvement programing. Dues provided match funding to enable some additional hands-on assistance with updates to local land use regulations, zoning amendments, downtown revitalization, and MTAG and hazard mitigation grant applications.
- Assisted Coos County Planning Board with review of Balsams redevelopment plans.
- Facilitated bulk purchase by communities of the NH Planning and Land Use Regulations
- Developed a guide to help cities and towns learn how to better promote sustainable business.
- Partnered with Northern New England Chapter of the American Planning Association (NNECAPA) to post case studies from ME, NH and VT showcasing successful community development projects in rural communities.

All of us here at North Country Council look forward to serving your community. NCC is your organization. We are here to serve you. We are dedicated to both supporting our individual members and promoting our region's success. We look forward to working with you in the months ahead.

Respectfully submitted,

Barbara Robinson  
Executive Director

## 2017 Town Report

### Report from Your North Country Senator Jeff Woodburn



Dear Constituent,

It is an honor to serve as your State Senator representing District 1, which includes 58-rural, northern communities, encompassing 27 percent of the state's landmass. It is a region larger than two states and 17 foreign countries and containing fewer than twenty people per square mile.

The North Country, including the White Mountains region, has a uniquely different culture, landscape, economy and history than the rest of the state. It is my focus to ensure that State government understands this and doesn't forget us. Our needs, challenges and opportunities are different. At the top of my priority list is stabilizing our fragile economy while improving the quality of life for all our people. First and foremost, this means advocating for policies and projects that expand business and entrepreneurial opportunities that will raise stagnant wages.

Over the years, we've made important bipartisan investments that disproportionately benefited our region in the previous sessions and I will fight efforts to repeal them. I support our continued efforts to expand access to health care, reduce the burden of uncompensated care at local hospitals, invest in local road and broadband infrastructure and build a budget that reflects the needs of rural areas.

In the Senate, my goal has been to be practical and to work with everyone to get results for our region. But voting is only a part of my work, I have been accessible and available to my constituents, holding town hall meetings, office hours and tours for state leaders. I have tried when possible and appropriate to bend state government to meet the needs of rural people and rural communities.

I love being the voice for the North Country and am constantly inspired by our people and places that make our beloved home so special.

Be in touch, if I can be of assistance to you or your community.

Regards,

Jeff Woodburn

North Country Senator

State House Room 120

603.271-3207 [Jeff.Woodburn@leg.state.nh.us](mailto:Jeff.Woodburn@leg.state.nh.us)



Wayne Moynihan, State Representative  
Coos County, District #2  
(Dummer, Milan, Northumberland/Groveton, Stark)

Greetings:

This message in your Town Meeting Annual Report is my opportunity to give you a quick summary of what I have been working on as your State Representative. The NH House of Representatives is beginning its 2017 session, the 165th Session of the General Court. As is usual, hundreds of "bills" have been proposed for new laws. Every one of these bills must have a public hearing by a committee, and each receives an up or down vote on the floor of the House. As you might expect, many of the proposals are not approved. There are many good ideas proposed and some very bad ones.

The most important and time consuming of all the matters to come before the House in the first year of each two year session, is the state's budget of 5.7 billion dollars a year. I will be busy with concerns about the budget and with issues involving election law which is the House Committee on which I presently serve. The last biennial budget was passed in June 2015. It appears that it was well planned because the state general fund shows surplus revenue. There have been overruns in some agency budgets, mostly in the area of medical care for elderly and in the fight against an opioid epidemic that has resulted in many deaths. The surplus will be used to cover these overruns.

We must be grateful for the dedication of the NH State employees in our communities. They quietly do their important work each year without much recognition. Despite the limited funding available for highway maintenance and improvement, some local state highways were improved over the summer. More improvements are scheduled for next summer. I am committed to keeping taxes low. The skill and creativity of state personnel and agencies, to do more with less, is usually what makes that possible.

There will be continuing efforts to expand and improve cell phone coverage and access to high speed internet/broadband services for the district and the north country.

In addition to the state activities, the Coos County budget, prepared by the County Commissioners, is scrutinized by the Representative as the Coos House Delegation. Along with the Commissioners, all State Representatives are aware of the impact the county costs have on property tax bills. Approximately 70% of the funds expended in the county budget are for the operation of the County's two nursing homes, and the care of our most senior citizens. Again, the County Officers and personnel are the people who make our the county government operate with the great efficiency required by low spending.

If at any time you have a question about proposed bills or state laws, or you confront problems with a state agency, I would be happy to discuss the matter with you, and then intercede when, where, and if I can be helpful. I can be contacted at:

138 Plain Road, Dummer, NH 03588  
[wayne.moynihan@leg.state.nh.us](mailto:wayne.moynihan@leg.state.nh.us)  
Phone 449- 2058



		General Ledger 2016	
<b>4130 Selectmen</b>			
SalaryAA	Dube, Lynn	\$36,247.50	
	<b>Total Salary</b>		<b>\$36,247.50</b>
Salary SM	Goulet, Wade	\$2,000.00	
	Chapman, Bud	\$3,500.00	
	Lamontagne, Richard	\$2,000.00	
	Fortin, Randy	\$1,750.00	
	Duchesne, Rolanda	\$1,020.00	
	<b>Total Salary</b>		<b>\$10,270.00</b>
Other Comp	Dube, Lynn	\$170.64	
	Goulet, Wade	\$400.00	
	<b>Total Comp</b>		<b>\$570.64</b>
Other Services	NH Assosiation	\$20.00	
	ODN	\$194.00	
	USPS	\$110.00	
	Avatar	\$2,026.00	
	Treasurer, State	\$75.00	
	First National Bank	\$275.04	
	<b>Total other</b>		<b>\$2,700.04</b>
Registry Fees	Registry of Deeds		
	<b>Total Registry</b>		<b>\$0.00</b>
Supplies	<b>Total Supplies</b>	\$79.88	
Advertising	The Daily Sun	\$36.00	
	<b>Total Ads</b>		<b>\$36.00</b>
<b>4130 Total Selectmen's Office</b>			<b>\$49,898.06</b>
<b>4140 Election Registration Vital Statistics</b>			
Town Clerk Salary	Lavertue, Margo	\$5,822.39	
	Woodward, Cynthia	\$29,318.75	
	Dube, Dawn	\$6,153.19	
	<b>Total Salaries</b>		<b>\$41,294.33</b>
Other Comp.	Lavertue, Margo	\$237.20	
	Woodward, Cynthia	\$733.92	
	Dube, Dawn	\$548.10	
	<b>Total Other Comp.</b>		<b>\$1,519.22</b>
Other Services	First National Bank	\$275.84	
	State of NH	\$9.00	
	USPS	\$48.00	
	NHCTCA	\$110.00	
	Avatar	\$1,375.00	
	ODN	\$67.50	
	NH City & Town	\$20.00	
	Treasurer, State	\$75.00	
	NEACTC	\$40.00	
	Genesys Computer	\$1,573.00	
	<b>Total Other Services</b>		<b>\$3,593.34</b>
Vital Satatistics		\$510.00	
	<b>Total Vital Stats</b>		<b>\$510.00</b>
Dog Licenses/Fees	Treasurer, State of NH	\$693.00	
	J.P. Cooke	\$230.40	
	<b>Total Dog Licenses/Fees</b>		<b>\$923.40</b>
General Supplies	Quill	\$616.60	
	<b>Total Supplies</b>		<b>\$616.60</b>

## Advertisements

	The Daily Sun	\$592.50	
	<b>Total Ads</b>	<b>\$592.50</b>	
<b>Total Town Clerk</b>			<b>\$49,049.39</b>
Election Salaries	Cayouette, Karen	\$769.13	
	Lang, Cindy	\$888.38	
	Dube, Lynn	\$480.00	
	Duchesne, Rolanda	\$542.25	
	Pozzuto, George	\$491.63	
	Dube, Lee	\$339.63	
	Lamontagne, Richard	\$246.00	
	Young, Rod	\$741.00	
	Gagnon, Kim	\$735.00	
	Goulet, Wade	\$87.00	
	Chapman, Bud	\$336.00	
	Fortin, Randy	\$174.00	
	Plourde, Vickie	\$218.50	
	Dube, Beth	\$244.63	
	<b>Total Salary</b>		<b>\$6,293.15</b>
Other Expenses	Ursula's	\$820.00	
	LHS	\$3,249.30	
	First Bankcard	\$280.45	
	Dube, Lynn	\$35.64	
	Daily Sun	\$136.00	
	Woodward, Dave	\$120.00	
	Dube, Dawn	\$4.50	
	M&D variety	\$12.00	
	Woodward, Cindy	\$106.65	
	Cayouette, Karen	\$6.80	
	<b>Total Other Expenses</b>		<b>\$4,771.34</b>
<b>Total Election Admin</b>			
<b>4140 Total Elec/Reg/VS</b>			<b>\$60,113.88</b>
<b>4150 Financial Admin.</b>			
Auditing	Crane & Bell	\$11,350.00	
	Fortier, Paul	\$350.00	
	<b>Total Auditing</b>		<b>\$11,700.00</b>
Trustees Salary	Dube, Lynn	\$700.00	
	Pozzuto, George	\$300.00	
	Woodward, Dave	\$300.00	
	<b>Total Salary</b>		<b>\$1,300.00</b>
Other Expenses			
	<b>Total Other Exp.</b>		
<b>Tax Collector</b>			
Other Services	Sanders Searchers	\$789.50	
	NHTCA	\$90.00	
	Avatar	\$2,316.64	
	First National Bank	\$29.51	
	<b>Total Other Services</b>		<b>\$3,225.65</b>
<b>Registry Fees</b>			
	Registry of Deeds	\$418.44	
	<b>Total Registry</b>		<b>\$418.44</b>
<b>Total Tax Collector</b>			<b>\$3,644.09</b>
<b>Treasury</b>			
Treasury Salary	Miner, Dawn	\$2,600.00	
	Stephenson, Jill	\$250.00	
Other Comp	Miner, Dawn	\$580.93	
	Stephenson, Jill	\$26.41	
Bank Fees		\$236.00	
Supplies		\$75.89	
<b>Total Treasury</b>			<b>\$3,769.23</b>

4150 Total Financial Admin			\$20,413.32
4152 Property Assess	Avitar Associates	\$6,642.50	
4152 Total Property Assess			<u>\$6,642.50</u>
4153 Legal Services	Gardner, Fulton & Waugh	\$8,172.42	
			<u>\$8,172.42</u>
4155 Personal Admin			
4155 Total Personal Admin			<u>\$29,447.45</u>
4191 Planning/Zoning			
Planning Salary			
	Goulet, Wade	\$250.00	
	Gagne, Glenn	\$400.00	
	Young, Rodney	\$208.32	
	Eastman, Tim	\$520.00	
	Dube, Luc	\$400.00	
	Flint, Richard	\$400.00	
	Dube, Lynn	\$500.00	
	Fortin, Randy	\$250.00	
	Robertson, Lincoln	\$200.00	
	<b>Total Planning Salary</b>	<b>\$3,128.32</b>	
Registry Fees			
	<b>Total Registry Fees</b>	<b>\$0.00</b>	
Gen Supplies			
	<b>Total Supplies</b>	<b>\$0.00</b>	
Ads			
	The Daily Sun		
	<b>Total Ads</b>	<b>\$150.00</b>	
Other Services			
	<b>Total Other Services</b>	<b>\$427.50</b>	
<b>Total Planning</b>			
Zoning Salary/Exp			<b>\$3,705.82</b>
	Young, Rodney	\$500.00	
	Lamirande, Linda	\$400.00	
	Robertson, Lincoln	\$400.00	
	Sweatt, Nathan	\$400.00	
	Chaisson, Ann-Marie	\$400.00	
	Dupuis, Diane	\$25.00	
	<b>Total Zoning Salary</b>	<b>\$2,125.00</b>	
Gen Supplies			
	postage	\$45.29	
	<b>Total Supplies</b>	<b>\$45.29</b>	
Ads			
	The Daily Sun	\$36.00	
	<b>Total Ads</b>	<b>\$36.00</b>	
Other Services			
	<b>Total Other Services</b>	<b></b>	
<b>Total Zoning</b>			<b>\$2,206.29</b>
<b>4191 Total Planning/Zoning</b>			<b>\$5,912.11</b>
4194 Govt Buidings			
Municipal Building			
Housekeeping Salary	Dube, Lynn	\$1,872.00	
	Supplies	\$0.00	
	<b>Total Hsk. Salary</b>	<b>\$1,872.00</b>	
			<b>\$1,872.00</b>
<b>Total Housekeeping</b>			
Mowing & Maintenance			
	Dube, Kenneth	\$2,803.39	
	Rich, Gary	\$9.25	
	Lavertue, Gerry	\$30.00	
	<b>Total Mowing/ Maint.</b>	<b>\$2,842.64</b>	
Mowing Rental			

	Dube, Kenneth	\$1,512.90		
	Rich, Gary	\$5.00		
	Lavertue, Gerry	\$10.00		
	<b>Total Mowing Rental</b>			<b>\$1,527.90</b>
Other Services	Pope Security Systems	\$538.95		
	NH Municipal Association	\$950.00		
	Smith & Town	\$2,156.00		
	Mason Enterprises	\$1,563.84		
	First National Bank	\$1,019.84		
	Round Table Farm Greenhouse	\$60.00		
	Porter Office	\$321.79		
	Dube, Lee	\$23.84		
	White Mtn Lumber	\$22.99		
	City of Berlin	\$370.17		
	Thomson	\$413.00		
	North Country Lock	\$160.00		
	Boucher Specialty Badges	\$238.25		
	Cetral Asphalt	\$2,340.00		
	North Country Council	\$18.00		
	Ursula	\$50.00		
	Treasurer, State	\$100.00		
	Gosselin Plumbing	\$65.00		
	<b>Total Other</b>			<b>\$9,461.57</b>
PSNH/Town Hall	PSNH (Total)			<b>\$2,862.13</b>
Heat & Oil	Berlin Heating Oil	\$4,365.51		
	<b>Total Heat &amp; Oil</b>			<b>\$4,365.51</b>
Phone	Fairpoint (Total)			<b>\$3,836.53</b>
General Supplies	Quill	\$726.46		
	First National Bank	\$1,195.60		
	Dube, Lee	\$84.13		
	Lamontagne, Richard	\$59.99		
	<b>Total Supplies</b>			<b>\$2,069.18</b>
Postage Meter	Pitney Bowes (total)	\$671.74		
	Purchase Power	\$3,062.97		
Municipal Bldg. Other				<b>\$3,734.71</b>
<b>Total Municipal Bldg</b>				<b>\$32,572.17</b>
West Milan				
Other Services	Caron's	\$24.06		
	Gosselin Plumbing	\$65.00		
	<b>Total Other</b>			<b>\$89.06</b>
PSNH	PSNH (Total)			<b>\$452.91</b>
<b>Total West Milan</b>				<b>\$541.97</b>
Gov't Bldg. Other				<b>\$0.00</b>
<b>4194 Total Goverment Buildings</b>				<b>\$33,114.14</b>
<b>4195 Cemeteries</b>				
Salaries Eastside	Lavertue, Gerry	\$2,710.00		
	Rich, Gary	\$1,863.90		
	Bergeron, Raymond	\$1,817.67		
	Rex, Jake	\$189.63		
	<b>Total Salary</b>			<b>\$6,581.20</b>
Equip Rental	Rich, Gary	\$1,022.50		
	Bergeron, Raymond	\$1,697.50		
	Lavertue, Gerry	\$1,285.00		
	Rex, Jake	\$50.00		
	<b>Total</b>			<b>\$4,055.00</b>
Supplies				

	<b>Total Supplies</b>	<b>\$450.53</b>
<b>Total Eastside</b>		<b>\$11,086.73</b>
<b>Salaries Westside</b>		
Rich, Gary	\$1,211.77	
Bergeron, Raymond	\$985.14	
Lavertue, Gerry	\$1,165.00	
<b>Total Salary</b>		<b>\$3,361.91</b>
<b>Equipment Rental</b>		
Rich, Gary	\$555.00	
Bergeron, Raymond	\$798.50	
Lavertue, Gerry	\$527.50	
<b>Total Rental</b>		<b>\$1,881.00</b>
<b>Supplies</b>		
	<b>Total Supplies</b>	
<b>Total Westside</b>		<b>\$5,242.91</b>
<b>Burials</b>	Salary & Equipment (total)	\$4,650.00
<b>Tombstone Maintenance &amp; Repair</b>	Normandeau Trucking	\$2,000.00
<b>4195 Total Cemeteries</b>		<b>\$22,979.64</b>
<b>4196 Insurance</b>	LGC-PLT (Total)	\$8,294.66
		<b>\$8,294.66</b>
<b>4197 Regional Assoc.</b>	North Country Council	\$1,331.58
	NH Municipal Ass.	\$980.00
	Androscoggin Valley Ch	\$193.00
<b>Total Reg Assoc.</b>		<b>\$2,504.58</b>
<b>42 Public Safety</b>		
<b>4210 Police Dept</b>		
<b>Salaries</b>	Berlin Police Dept.	\$52,602.00
	<b>Total Salaries</b>	<b>\$52,602.00</b>
<b>4211 Crossing Guard</b>		
	Sweatt, Kelly	\$3,982.00
<b>Total Crossing Gaurd</b>		<b>\$3,982.00</b>
<b>Total Police Dept.</b>		<b>\$56,584.00</b>
<b>4215 M &amp; D Ambulance</b>		\$10,000.00
		<b>\$10,000.00</b>
<b>4220 Fire Dept</b>		
<b>Salaries</b>		
	Ouellette, Richard	\$200.00
	Hanson, Robert	\$225.00
	Chapman, Robert	\$3,250.00
	Briere, Scott	\$125.00
	Frechette, Normand	\$200.00
	Girard, Corey	\$600.00
	Glover, Robert	\$100.00
	Letendre, Matt	\$750.00
	Masters, Keith	\$50.00
	Eastman, Kayleigh	\$200.00
	Schomburg, Matt	\$125.00
	Tichy, Ted	\$1,175.00
	Demers, Kelly	\$75.00
	Gouin, Steve	\$2,250.00
	Houle, Jason	\$125.00
	Roy, Corey	\$125.00
	<b>Total Salaries</b>	<b>\$9,575.00</b>
<b>Inspections</b>		
	Schomburg, Matt	\$80.00
		<b>\$80.00</b>
<b>Fire Bill Services</b>		<b>\$2,965.77</b>
<b>Fire Bill Training</b>		
	<b>Total</b>	<b>\$2,965.77</b>
<b>Other Services</b>	Chapman, Bud	\$1,322.24

	NCFMAD	\$500.00	
	Absolute	\$118.99	
	NH State Fireman's Ass.	\$600.00	
	NES	\$508.00	
	Ossipee Mountain	\$497.25	
	Letendre, Matt	\$117.33	
	Great Brook	\$495.00	
	Boucher Specialty	\$633.00	
	Alpine Machine	\$2,298.73	
	State of NH	\$315.00	
	B&B Auto	\$105.48	
	Seventh Street	\$375.00	
	Darley	\$1,126.50	
	Letarte, Mariann	\$59.00	
	Mason Enterprises	\$307.50	
	Power Products	\$459.40	
	City of Berlin	\$508.75	
	NFPA	\$202.95	
	Bergeron	\$5,380.79	
	Mathew Bender	\$103.83	
	Corrigan Screen Printing	\$296.00	
	Gallad Group	\$1,584.00	
	NHAFC	\$120.00	
	Genesys Computer	\$180.00	
	<b>Total Other Services</b>	<b>\$13,012.10</b>	
PSNH Pump House	PSNH	\$1,342.22	
PSNH W. Milan	PSNH	\$363.21	
Heat	Fairpoint	\$340.23	
	C.N.Brown	\$885.04	
Vehicle Expense			
	Capital Area Mutual Aid Fire	\$7,500.00	
	Young, Doug	\$250.00	
	Gord's	\$64.41	
	John Beaudoin Auto	\$2,938.86	
	Milan Variety	\$1,061.33	
	Genesys Computer	\$850.00	
Total Vehicle Expense			\$12,664.60
Department Supplies			
	Steve Gouin	\$82.72	
	Darley	\$172.95	
	Dube, Lynn	\$37.70	
	White Mtn Lumber	\$26.82	
	<b>Total Supplies</b>	<b>\$320.19</b>	
4220.25	Forestry		
	<b>total Forestry</b>	<b>\$41,548.36</b>	
4220 Fire Department Total			
4290 Emergency Management			
Salaries	Gouin, Steve	\$500.00	
	Chapman, Bud	\$500.00	
Total Salaries			\$1,000.00
Other Expenses	City of Berlin	\$11,982.16	
	Ossipee	\$300.00	
	Treasurer of State	\$1,000.00	
	C.N.Brown	\$254.46	
	Power Products	\$747.15	
	MRM Builders	\$121.04	
	Ray's Electric	\$65.00	
	Mapping and Planning	\$3,000.00	
	TAC-2	\$384.70	
	Letendre, Matt	\$24.98	
Total Other Expenses			\$17,879.49

4290 Total Emergency Mngmt		\$17,879.49	
Total Public Safety			\$127,011.85
4240 Building Inspector			
Salary	Ayotte, Paul	\$2,000.00	
	Ayotte, Paul	\$296.40	
	MSA Group	\$250.00	
Total 4240 Building Inspector			\$2,546.40
4310 Highways / Streets			
Salary	Mason, Bryan	\$15,185.00	
	Mason, Harley	\$6,955.00	
	McLain, Wayne	\$3,276.00	
	Leighton, James	\$13,650.75	
	Hickey, Dave	\$2,822.00	
	Pozzuto, George	\$285.00	
	Wentworth, Spencer	\$2,288.00	
	Total Salary		\$44,416.75
Other Services			
	Cargill	\$5,060.89	
	Mason Enterprises	\$3,700.00	
	Howard Fairfield	\$686.10	
	Power Washer	\$75.82	
	Sanel	\$154.92	
	Paris Farmers	\$5,618.50	
	Newman Traffic	\$120.15	
	C&R Builders	\$2,050.00	
	Hickey, Dave	\$186.00	
	Ferguson	\$1,600.00	
	Total Services		\$19,252.38
Equip Rental/Lease			
	Mason Enterprises	\$82,927.25	
	Bryan Mason	\$25,772.00	
	Total Equip. Rental		\$108,747.25
Total			
4311.15 Highway Block Grant			
	Total		\$44,266.47
4311 Road Management			
Department Supplies			
	Cross Machine Shop	\$434.71	
	Sanel	\$138.37	
	White Mtn Lumber	\$154.31	
	Total		\$727.39
4312 Highways & Streets			
& Paving (4319)			
	Central	\$35,850.00	
	Pike	\$515.70	
	Berlin Insulation	\$5,231.25	
Total			\$41,596.95
4316 Street Lighting			
431 Total Highways/ Streets	PSNH		\$6,725.40
			\$265,732.59
432 Sanitation			
Curbside Pickup	Milan Excavating	\$108,742.00	
AVRRDD	AVRRDD	\$44,617.86	
432 Total Sanitation			\$153,359.86
441 Public Health			
Health Officer Salary			
	Richard Lamontagne	\$250.00	
	Chapman, Bud	\$208.35	
Other Expenses	NH Health Officers Assoc	\$35.00	

<b>441 Total Public Health</b>		<b>\$493.35</b>
<b>444 Welfare</b>		
<b>Salary Welfare</b>		
Admin. Expenses	Duchesne, Rolanda	\$500.00
	NHLWAA	\$30.00
	NH Municipal Assoc	
	<b>Total Expenses</b>	<b>\$530.00</b>
<b>Direct Assistance</b>	Various	\$844.39
<b>Inter-Gov't Welfare</b>		
	Tri County	\$500.00
	North Country Elderly	\$400.00
	The Mental Health Center	\$500.00
	Child Advocacy	\$400.00
	CASA	\$200.00
	American Red Cross	\$300.00
<b>444 Total Welfare</b>		<b>\$3,674.39</b>
<b>45 Culture &amp; Recreation</b>		
<b>4520 Parks&amp; Recreation</b>		
	Milan Village School	\$7,000.00
	White Mountain Lumber	\$122.49
	Soldano	\$305.23
	<b>Total</b>	<b>\$7,858.08</b>
PSNH Park Lights	PSNH	\$430.36
<b>4520 Total Parks &amp; Recreation</b>		<b>\$7,713.58</b>
<b>4530 Library Trustees</b>		<b>\$18,266.00</b>
<b>4583 Patriotic Purp</b>		
	First National Bank	\$162.55
<b>4589 Beautification</b>		
<b>Total Beautification</b>		
<b>Total Culture/Recreation</b>		<b>\$26,286.63</b>
<b>4619 Conservation</b>	Maryelizabeth Coleman	\$300.00
	Thomas Coleman	\$300.00
	<b>Total Conservation</b>	<b>\$600.00</b>
<b>4619.10 Timber Management</b>		
total		
<b>47 Debt Service</b>		
4711 Principle Long Term		\$0.00
4721 Int Long Term Notes		\$0.00
4790 Other Debt Service		
Tax Overpayment		\$0.00
	<b>Total Tax Over Pmt</b>	<b>\$0.00</b>
Abatements/ Refunds		
	<b>Total Abatements/Rtrns</b>	<b>\$0.00</b>
Misc Refunds		
	<b>Total Refunds</b>	<b>\$0.00</b>
<b>47 Total Debt Service</b>		<b>\$0.00</b>
<b>Capital Outlay</b>		
<b>491 Transfers Out</b>		
4902 Machinery, Vehicles, & Equipment		\$0.00

	Total		
4910.2 Abatements/Refunds			\$0.00
4910.3 Misc. Refunds			
<b>4915 Capital Reserve Fund</b>			<b>\$78,650.00</b>
<b>493 Other Govt Payment</b>			
4931 Coos County Taxes	Coos County Treasurer		\$533,768.00
4933 School Districts	Milan School Treasurer		\$1,329,235.00
<b>493 Total Other Govt</b>			<b>\$1,863,003.00</b>

**Town of Milan**  
**Annual Town Meeting MINUTES**  
**March 8, 2016**

Moderator Rod Young call the meeting to order at 6:34pm with the reading of the warrant.

To the inhabitants of the Town of Milan, in the county of Coos and the State of New Hampshire qualified to vote in town affairs:

You are hereby notified to meet at the Milan Village School Gym on Tuesday the 8th day of March, 2016 at 6:30 PM to act on the following subjects:

1. To choose all Town Officers for the ensuing year.

Moderator Rod Young accepted a motion by Patricia Shute to keep the polls open until 7:15pm. Bill Donavan seconded and the motion carried.

2. To see if the Town will vote to raise and appropriate \$279,310.00 for General Government. (Majority vote required)

Executive/Administrative	\$52,000.00
Election/Registry/VS	\$67,950.00
Financial Administration	\$24,000.00
Property Assessment/Reval	\$8,160.00
Legal Services	\$10,000.00
Employer Expenses	\$29,000.00
Planning and Zoning Boards	\$7,200.00
Government Buildings	\$45,000.00
Cemeteries	\$24,000.00
Insurance	\$9,000.00
Regional Associations	\$3,000.00
	<b>\$279,310.00</b>

Motion made by Jacky Quintal and seconded by Andy Mullins. Motion passed with an affirmative voice vote. Brian Lamirande made the motion to amend the amount to appropriate to **\$280,310.00 with the \$1,000.00 increase to be applied to the cemeteries**. Dave Woodward seconded the motion. The amended article was read and it passed with an affirmative vote.

3. To see if the Town will raise and appropriate \$132,002.00 for Public Safety. (Majority vote required)

Police Department	\$52,602.00
M&D Ambulance	\$10,000.00
Crossing Guard	\$ 4,400.00
Fire Department	\$42,000.00
Building Inspector	\$3,000.00
Emergency Management	\$20,000.00
	<b>\$132,002.00</b>

Motion made by Norm Frechette and seconded by Paulette Frechette. The motion passed.

4. To see if the Town will vote to raise and appropriate \$265,793.00 for Highways, Streets and Bridges. (Majority vote required)

Town Maintenance & Paving	\$215,000.00
Highway Block Grant	\$44,293.00
Street Lighting	\$6,500.00
	<b>\$265,793.00</b>

Motion made by Lincoln Robertson and seconded by Dick Lamontagne. Motion carried.

5. To see if the Town will vote to raise and appropriate \$154,885.00 for Sanitation. (Majority vote required)

Solid Waste/Recycle Collection	\$108,885.00
District Disposal	\$46,000.00
	<b>\$154,885.00</b>

Motion made by Jacky Quintal and seconded by Andy Mullins. Motion carried.

6. To see if the Town will vote to raise and appropriate \$55,000.00 to be added to the Capital Reserve Funds previously established. Selectmen recommend this Appropriation. (Majority vote required)

M&D Ambulance	\$5,000.00
Fire Truck	\$20,000.00
Highway Equipment	\$5,000.00
New Town Building & Renovations	\$25,000.00
	<b>\$55,000.00</b>

Motion made by Lincoln Robertson and seconded by Norman Frechette. Motion passed with an affirmative vote.

7. To see if the Town will accept the balance of the budget as prepared by the Selectmen to raise and appropriate \$40,466.00 for this purpose, which is exclusive of preceding articles. (Majority vote required)

Health Administration	\$700.00
General Assistance	\$5,000.00
Intergovernmental Programs	\$3,000.00
Parks and Recreation	\$10,000.00
Library Trustees	\$18,266.00
Patriotic Purposes	\$500.00
Conservation	\$1,000.00
Int. Tax Anticipation note	\$2,000.00
	<b>\$40,466.00</b>

Motion made by Jacky Quintal and seconded by Lincoln Robertson. Motion carried.

8. To conduct any other business that may legally come before this meeting. The polls will be open from 11:00 AM to 7:00 PM.

The moderator addressed the people stating that this article would be read and voted on following Articles 9, 10 and 11.

9. Shall the Town vote to raise and appropriate the sum of \$28,000.00 for the purchase of a parcel of land owned by Arthur York on Milan Hill Rd., Map 44 Lot 47 and construction of a Salt/Sand Shed, with the said funds to come from the Building, Construction & Renovation Capital Reserve Fund. Selectmen Recommend.

Motion made by Brain Lamirande and seconded by Lucille Hickey. The motion carried.

10. To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of ambulance services. All revenues received for ambulance services from fees, charges, or other income derived from the activities or services supported by the fund will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. The town treasurer shall have custodies of all moneys in the fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended for the purpose for which the fund was created. Further to raise and appropriate \$10,558.41 to be placed in the ambulance revolving fund. Said funds to come from the undesignated fund balance which comprises the cumulative amount of prior year ambulance profits. (Majority vote required)

Motion made by Linda Lamirande. Seconded by Mike Galuszka. The motion carried.

11. To see if the Town will vote to raise and appropriate the sum of \$23,650.00 to be added to the Town Highways & Roads capital reserve fund previously established. Said funds to come from unassigned fund balance (the amount represents the unspent portion of the 2015 highway department budget) Recommendations Required. (Majority vote required)

Motion made by Dave Hickey. Seconded by Lincoln Robertson. Motion carried.

8. To conduct any other business that may legally come before this meeting. The polls will be open from 11:00 AM to 7:00 PM.

As previously documented, the polls were open for voting until 7:15.

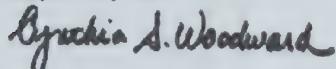
Dave Woodward made the motion that "though the Selectmen have the discretion as to how to appropriate all monies, it is the will of the people that the \$1,000.00 raised to increase Article 2, be directed specifically to Cemeteries." Mike Galuszka seconded the motion which was carried with an affirmative voice vote.

Lucy Jesky inquired about increasing the Veteran's Tax Exemption.

George Pozzuto announced that the Forest Committee is ready to buy land. The Community Forest is growing and he welcomed concerned residents join the Forest Committee.

Lincoln Robertson motioned to adjourn the meeting and it was seconded by Bill Donovan. The motion carried and the meeting ended and polls closed at 7:15pm.

Respectfully Submitted,



Cynthia S. Woodward, Town Clerk

## DEPARTMENT OF STATE

## DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT BIRTH REPORT

01/01/2016-12/31/2016

--MILAN--

Child's Name	
BIRKHOLZ, HOLLIS KATHERINE	
LARIN, LEVI JONATHAN	
AUBUT, EMMA JANE	
GUERIN, BROOKE MARLEY	
DOWNING, GRACIE MAY	
WHITE, TIMOTHY JOSEPH	
CROTEAU, EVERETT MICHAEL	
LEEMAN, ROWAN WALTER	
CLARK, ALIVIA DANIELLE	

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
BIRKHOLZ, HOLLIS KATHERINE	01/08/2016	NORTH CONWAY, NH	BIRKHOLZ, BRYAN	BIRKHOLZ, KARLYN
LARIN, LEVI JONATHAN	03/03/2016	BERLIN, NH	LARIN, JONATHAN	LARIN, CHRISTINE
AUBUT, EMMA JANE	04/01/2016	NORTH CONWAY, NH	AUBUT, CRAIG	AUBUT, ERICA
GUERIN, BROOKE MARLEY	04/01/2016	LITTLETON, NH	GUERIN, KURT	GUERIN, EMILY
DOWNING, GRACIE MAY	04/12/2016	LITTLETON, NH		DOWNING, ALYSSA
WHITE, TIMOTHY JOSEPH	06/25/2016	BERLIN, NH		WHITE, LEAH
CROTEAU, EVERETT MICHAEL	07/05/2016	LEBANON, NH		KELLEY, ERIN
LEEMAN, ROWAN WALTER	07/28/2016	BERLIN, NH		SANTY, TANYA
CLARK, ALIVIA DANIELLE	09/03/2016	BERLIN, NH	CLARK, DANIEL	CLARK, SAMANTHA

Total number of records 9

DEPARTMENT OF STATE  
DIVISION OF VITAL RECORDS ADMINISTRATION

## RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--MILAN, NH --



Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
CAMPBELL, ALTA	01/11/2016	BERLIN	GOULD, ARCHIE	HARRIS, MYRTLE	N
LEMIEUX, PAUL	02/13/2016	MILAN	LEMIEUX, HIL AIRE	GRONDIN, YVONNE	Y
CYR, PETER	02/18/2016	MILAN	CYR, GERALD	MICHAUD, DORIS	N
DESILETS, JOHN	03/16/2016	BERLIN	DESILETS, ROMEO	THERRIEN, CLARISSE	N
THERIAULT, ANDRE	07/20/2016	MILAN	THERIAULT, ROMEO	LARAMEE, ADRIENNE	N
DONALDSON, E	07/31/2016	MILAN	JACKSON, PHILIP	CARVER, GEORGIANNA	N
WELCH, BEATRICE	08/29/2016	MILAN	CROTEAU, ARGENAS	ROY, ANNA	N
BRITTON II, WILLIAM	09/10/2016	BERLIN	BRITTON, DAVID	SPRAGUE, BARBARA	Y
SALVATORE, CHARLES	10/10/2016	MILAN	SALVATORE, CHICHIA	UNKNOWN, NORMA	N
TANKARD, EMILY	10/16/2016	BERLIN	JOHNSON, EMIL	WOODWARD, ALBERTA	N
RICH, LILY	12/20/2016	BERLIN	BRIGGS, GEORGE	MOSS, EMILY	Y
					Total number of records 11

## RESIDENT MARRIAGE REPORT

01/01/2016 - 12/31/2016

-- MILAN --

Person A's Name and Residence
FITZPATRICK, RICHARD A HOLLIS CENTER, ME
BONNEY, NICHOLAS D MILAN, NH
KENISON, ZACHARY A MILAN, NH

Person B's Name and Residence
JOHN JENNIFER A MILAN, NH
MCGEE, BRITTANY R MILAN, NH
LECLERC, KELLY M MILAN, NH

Place of Marriage	Date of Marriage
MILAN	05/14/2016
MILAN	05/21/2016
MILAN	08/27/2016

Total number of records 3

# Annual Report

*OF THE*

## SCHOOL OFFICIALS

*OF THE SCHOOL DISTRICT OF*

*MILAN, NEW HAMPSHIRE*

*FOR THE*

Fiscal Year Ending June 30, 2016



# Officers

<u>OFFICE</u>	<u>NAME</u>	<u>Term Expires</u>
MODERATOR	Rodney Young	2019
CLERK	Rolanda Duchesne	2019
TREASURER	Jill Stephenson	2019
AUDITORS	The Mercier Group	
SCHOOL BOARD	Wade Goulet	2017
	Andrew Mullins	2018
	Peter Donovan	2019

School Administrative Unit No. 20  
123 Main Street  
Gorham, NH 03581  
(603) 466-3632  
Fax (603) 466-3870  
[www.sau20.org](http://www.sau20.org)

SUPERINTENDENT OF SCHOOLS  
Paul Bousquet

CERTIFIED BUSINESS ADMINISTRATOR  
Pauline Plourde

DIRECTOR OF SPECIAL SERVICES  
Kim Bartoli-Brown

**School: Milan Local School**  
**New Hampshire**  
**Warrant and Budget**  
**2017**

To the inhabitants of the town of Milan Local School in the County of Coos in the state of New Hampshire qualified to vote in school district affairs are hereby notified and warned of the Annual Meeting will be held as follows:

Date: Monday, March 13, 2017

Time: 7:00 pm

Location: Milan Village School Gymnasium

Details:

**Article 01: Reports**

To see if the District will vote to accept the reports of agents, auditors, committees, and officers heretofore chosen, as presented in the Annual Report.

Yes       No

**Article 02: Set Salaries**

To set the salaries of the school district officers:

School Board Chair	\$ 750.00
School Board (2)	\$ 500.00 each
Treasurer	\$1,000.00
Clerk	\$ 75.00
Truant Officer	\$ 150.00
Census Taker	\$ 150.00
Moderator	\$ 50.00
Supervisors of the Checklist(3)	\$ 25.00 each
Ballot Clerks (3)	\$ 25.00 each

(The money to fund this article is included in the operating budget)

Yes       No

## Article 03: Operating Budget

To see if the district will vote to raise and appropriate the amount of **\$3,416,505** for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the district and for the payment of tuition for students in grades 7-12 (Junior High School total \$388,557 and the High School total \$827,382 which is included above). This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

Yes       No

## Article 04: Food Service

To see if the town will vote to raise and appropriate the sum of **\$59,500** to be placed in the Food Service Special Revenue Fund, with said funds to come from grants and/or food service sales. (Majority vote required)

Yes       No

## Article 05: Federal Entitlement Grants

To see if the District will vote to raise and appropriate the sum of **\$85,000** for the operation of the Federal Entitlement Grant programs with said funds to come from federal grants. (Majority vote required)

Yes       No

## Article 06: Building & Grounds Capital Reserve Fund

To see if the School District will vote to raise and appropriate the sum of **\$35,000** to be added to the Building & Grounds Capital Reserve Fund previously established.

Recommended by the School Board.  
(Majority vote required.)

Yes       No

#### **Article 07: AREA Withdrawal**

Shall the school district accept the provisions of RSA 195-A:14, as amended, providing for the withdrawal of the sending district of Milan from the Milan/Berlin AREA in accordance with the provisions of the proposed withdrawal plan filed with the school district clerk? (Majority vote required. Recommended by the School Board.)

Yes       No

#### **Article 08: Exclusive Tuition Agreement with Berlin**

To see if the Milan School District will vote to ratify and approve the Exclusive Tuition Agreement between the Milan School District and the Berlin School District for the purpose of educating Milan students in Grades 7-12 for a three (3) year period beginning on July 1, 2018 and ending on June 30, 2021. This article shall be contingent upon the passage of Article 7, approving the withdrawal from the Milan/Berlin AREA agreement.

Yes       No

#### **Article 09: Non-Binding Opinion on Tuition Costs**

Should the school district have the parents be responsible for tuition costs above the Berlin School District rate should they exercise their option to have their child(ren) attend another public school outside of the Berlin School District in grades 7-12?

Yes       No

## Article 10: Other Business

To transact any other business that may legally come before this meeting.

Yes       No

### Given under our hands, February 7, 2017

We certify and attest that on or before February 14, 2017, we posted a true and attested copy of the within Warrant at the place of meeting, and like copies at West Milan Grocery Store, Milan Luncheonette, Milan Post Office, and delivered the original to the Town of Milan Officials.

Printed Name	Position	Signature
Wade Goulet	Chairperson	
Peter Donovan	School Board Member	
Andrew Mullins	School Board Member	

### SCHOOL WARRANT THE STATE OF NEW HAMPSHIRE

To the inhabitants of the town of Milan School District in the County of Coos in the state of New Hampshire qualified to vote in school district affairs are hereby notified and warned to act by ballot as follows:

Date: March 14, 2017

Time: 11:00 AM to 7:30 PM

Location: Milan Village School, 11 Bridge Street

Details: Gymnasium



1. To choose a member of the school board for the ensuing three (3) years.

**Milan School District**  
**Milan Proposed FY2018 Budget**

General	FY15 Adopted	FY15 Actual	FY16 Adopted	FY16 Actual
Regular Education	\$1,731,201.00	\$1,596,830.84	\$1,552,467.92	\$1,527,414.51
Special Education	\$336,637.24	\$322,126.37	\$353,365.35	\$294,208.62
Other Education	\$6,337.00	\$5,077.29	\$9,939.55	\$6,857.70
Community Services	\$7,000.00	\$5,763.15	\$7,000.00	\$5,258.04
Student Support Services	\$200,000.76	\$175,331.30	\$188,005.79	\$167,194.74
Staff Support Services	\$56,080.00	\$38,273.39	\$37,194.98	\$34,835.40
School Board	\$154,527.00	\$151,513.38	\$143,363.00	\$142,325.37
Administrative Services	\$113,055.00	\$103,701.05	\$126,622.41	\$120,863.24
Custodial Services	\$217,160.00	\$213,052.21	\$201,341.00	\$192,997.65
Transportation	\$233,660.00	\$228,162.84	\$242,947.00	\$217,978.71
Site Services	\$100.00	\$0.00	\$100.00	\$0.00
Construction Services	\$29,900.00	\$29,805.00	\$10,500.00	\$30,170.00
Debt Service	\$196,350.00	\$196,350.00	\$188,870.00	\$188,870.00
CRF/ETF Transfers	\$169,100.00	\$11,000.00	\$164,100.00	\$21,000.00
<b>Grand Total</b>	<b>\$3,451,108.00</b>	<b>\$3,076,986.82</b>	<b>\$3,225,817.00</b>	<b>\$2,949,973.98</b>

**Demographics**

	FY2016 Projected # Students	FY2017 Projected # Students	FY2018 Projected # Students
			
<b>PS</b>	24	20	20
<b>Kindergarten</b>	18	17	15
<b>Grade 1</b>	13	16	17
<b>Grade 2</b>	19	12	16
<b>Grade 3</b>	12	18	12
<b>Grade 4</b>	20	11	18
<b>Grade 5</b>	17	19	11
<b>Grade 6</b>	18	17	19
<b>Elementary</b>	<b>141</b>	<b>130</b>	<b>128</b>
<b>Grade 7</b>	6	15	13
<b>Grade 8</b>	18	6	14
<b>Middle</b>	<b>24</b>	<b>21</b>	<b>27</b>
<b>Grade 9</b>	12	18	7
<b>Grade 10</b>	15	10	18
<b>Grade 11</b>	9	16	10
<b>Grade 12</b>	10	13	17
<b>High</b>	<b>46</b>	<b>57</b>	<b>52</b>

**Milan School District**  
**Milan Proposed FY2018 Budget**

	<b>FY17 Adopted</b>	<b>FY18 Proposed</b>	<b>\$ Incr</b>	<b>% Incr</b>
Regular Education	\$1,695,843.28	\$1,760,748.87	\$64,905.59	3.8%
Special Education	\$412,270.71	\$485,727.44	\$73,456.73	17.8%
Other Education	\$11,264.30	\$14,897.09	\$3,632.79	32.3%
Community Services	\$7,000.00	\$7,000.00	\$0.00	0.0%
Student Support Services	\$171,467.03	\$187,952.90	\$16,485.87	9.6%
Staff Support Services	\$37,176.96	\$43,929.20	\$6,752.24	18.2%
School Board	\$137,689.65	\$159,516.73	\$21,827.08	15.9%
Administrative Services	\$145,545.06	\$140,854.29	(\$4,690.77)	-3.2%
Custodial Services	\$191,205.01	\$196,213.54	\$5,008.53	2.6%
Transportation	\$242,210.00	\$244,740.00	\$2,530.00	1.0%
Site Services	\$100.00	\$1,000.00	\$900.00	900.0%
Construction Services	\$1,000.00	\$100.00	(\$900.00)	-90.0%
Debt Service	\$181,390.00	\$173,825.00	(\$7,565.00)	-4.2%
CRF/ETF Transfers	\$184,100.00	\$179,500.00	(\$4,600.00)	-2.5%
<b>Grand Total</b>	<b>\$3,418,262.00</b>	<b>\$3,596,005.06</b>	<b>\$177,743.06</b>	<b>5.2%</b>
Tuition - Grades 7-12	\$1,154,465.00	\$1,215,939.00	\$61,474.00	5.3%
Net Operating	\$2,079,697.00	\$2,200,566.06	\$120,869.06	5.8%

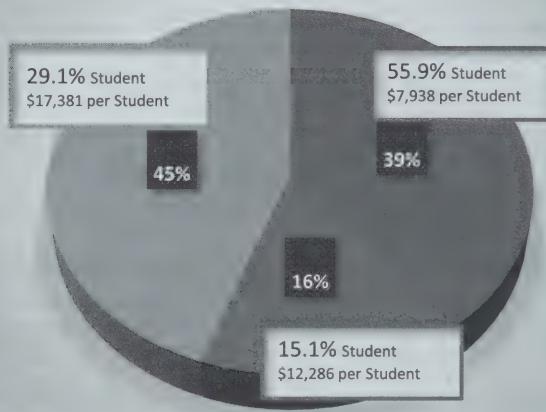
**Tuition Costs**

<b>Fiscal Year</b>	<b>Berlin School District</b>		<b>GRS Coop District</b>	
	<i>Per Pupil Costs</i>		<i>Per Pupil Costs</i>	
2011-2012	\$14,067	\$12,734	\$12,582	\$14,255
2012-2013	\$12,428	\$13,369	\$12,578	\$14,313
2013-2014	\$13,140	\$15,173	\$14,449	\$14,705
2014-2015	\$12,225	\$14,716	\$15,743	\$15,215
2015-2016	\$12,892	\$14,619	\$15,816	\$15,523
2016-2017	\$14,271	\$15,525	\$15,844	\$15,363
2017-2018	\$14,391	\$16,011	\$14,855	\$16,574
	<b>Middle</b>	<b>Jr High</b>	<b>High</b>	
State Average FY2016	\$15,094	\$14,410	\$16,727	
State Average FY2017	15,488	\$14,767	\$17,259	
State Average FY2018	15,997	\$15,465	\$18,033	

	<b>17-18 Budget</b>	<b>Allocated Revenues</b>	<b>Raised by Taxes</b>
<b>General</b>	\$760,834	\$258,001.00	\$502,833.00
<b>MVS</b>	\$1,260,593	\$747,661.17	\$512,931.83
<b>MS</b>	\$426,512	\$170,643.02	\$255,868.98
<b>HS</b>	\$1,148,066	\$390,345.81	\$757,720.19
	<b>\$3,596,005</b>	<b>\$1,566,651.00</b>	<b>\$2,029,354.00</b>

	<b>Students by Level</b>	<b>% by Level</b>	<b>Per Student by Level</b>
<b>MVS</b>	100	55.9%	\$7,938
<b>MS</b>	27	15.1%	\$12,286
<b>HS</b>	52	29.1%	\$17,381

### **MILAN SCHOOL DISTRICT - 2017-2018**



#### **Steps to calculate taxpayer per pupil cost by level:**

- 1) Breakout budget by level
- 2) Allocate revenues by level
  - a) General Revenue = grants, lunch, bldg aid, interest, medicaid, federal forest, recreation dept. Grants and lunch fall under general, therefore \$0 out against expenses.
  - b) Adequacy spread out by level
  - c) Elementary revenue allocated to MVS; WMCC program allocated to HS
- 3) Allocate net general expenses by % level for MVS, MS, & HS. Add expenses of each level and divide by the projected # of students.

**MILAN SCHOOL DISTRICT**  
2017-2018 FISCAL PERIOD



		<u>2015-2016</u>	<u>2016-2017</u>	<u>Projected 2017-2018</u>
<b>Regular Education</b>	\$ 2,537,992.00	\$ 2,653,156.00	\$ 2,748,435.06	
<b>Special Education</b>	\$ 523,725.00	\$ 581,006.00	\$ 668,070.00	
<b>Lunch Program &amp; Grants:</b>	\$ 164,100.00	\$ 184,100.00	\$ 179,500.00	
<b>Total Appropriations:</b>	<b>\$ 3,225,817.00</b>	<b>\$ 3,418,262.00</b>	<b>\$3,596,005.06</b>	
 <b>Revenues</b>	 \$491,471.00	 \$481,886.00	 \$435,351.00	
<b>Fund Balance to Reduce Taxes</b>	\$ 275,460.00	\$ 237,021.00	\$ 65,000.00	
<b>Fund Balance Retained</b>	<u>\$ (40,000.00)</u>	<u>\$ (36,356.00)</u>	<u>\$ -</u>	
<b>Less: Total Revenues and Credits:</b>	<b>\$726,931.00</b>	<b>\$682,551.00</b>	<b>\$500,351.00</b>	
<b>Net Local School Budget:</b>	<b>\$ 2,498,886.00</b>	<b>\$ 2,735,711.00</b>	<b>\$ 3,095,654.06</b>	
 <b>Less: State Education Grant:</b>	 \$ 1,044,651.00	 \$ 1,083,913.00	 \$ 1,066,300.00	
<b>Less: State Education Tax:</b>	<b>\$ 246,540.00</b>	<b>\$ 222,405.00</b>	<b>\$ 220,019.00</b>	
<b>Local School Tax Portion:</b>	<b>\$ 1,207,695.00</b>	<b>\$ 1,429,393.00</b>	<b>\$ 1,809,335.06</b>	
 <b>State Education Tax:</b>	 1,454,235.00	 1,651,798.00	 2,029,354.06	
<b>Local School Tax Rate:</b>	 2.41	 2.17	 2.14	
	 9.61	 11.35	 14.37	
 <b>Net Change in Tax Rate:</b>	 <b>12.02</b>	 <b>13.52</b>	 <b>16.52</b>	
 <b>Local Valuation w/ Utilities</b>	 \$ 125,628,177	 \$ 125,889,573	 \$ 125,889,573	
<b>Local Valuation w/o Utilities</b>	<b>\$ 102,411,277</b>	<b>\$ 102,672,673</b>	<b>\$ 102,672,673</b>	
<b>FB to Reduce Taxes</b>	<b>\$ 2.19</b>	<b>\$ 1.59</b>	<b>\$ 0.52</b>	
 <b>FOR EVERY BUDGET INCREASE OF:</b>	 \$ 125,889.00	 \$ 1.00	 \$ 0.08	
 <b>FOR EVERY BUDGET INCREASE OF:</b>	 \$ 10,000.00	 \$ 0.08	 \$ 0.08	

# Revenue

	2016-2017	2017-2018	Change
Tuition	\$ 158,172	\$ 110,650	(\$47,522)
Local/Miscellaneous	\$ 72,900	\$ 74,900	\$ 2,000
State Aid	\$ 78,651	\$ 76,251	(\$ 2,400)
Federal Aid	\$ 29,063	\$ 29,050	(\$ 13)
Lunch/Grants	\$ 143,100	\$ 144,500	\$ 1,400
Fund Balance	\$ 200,665	\$ 65,000	(\$135,665)
Adequacy Grant	\$1,083,913	\$1,066,300	( 17,613)
<b>Totals</b>	<b>\$1,766,464</b>	<b>\$1,566,651</b>	<b>(\$199,813)</b>

**Tax Loss Due to Change in Revenues      \$ (1.59)**

Per Pupil Tuition Rate	Milan Cost Per Pupil FY2016 \$ 13,509	Milan Cost Per Pupil FY2017 \$ 13,181	Milan Cost Per Pupil FY2018 \$ 11,065
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Milan School District  
Withdrawal Plan  
From the  
Berlin/Milan  
AREA Agreement  
Per RSA 194-A:14, VII

November 14, 2016

# Milan/Berlin Withdrawal Study Committee Members

## **Milan School Board Members**

**Peter Donovan, Committee Co-Chair**  
**Andrew Mullins, Committee Co-Chair**

## **Milan Selectmen**

**Richard Lamontagne**  
**Randy Fortin**

## **Berlin School Board Members**

**Nicole Plourde**  
**Scott Losier**

## **Superintendent of Schools:**

**Paul Bousquet**

## Introduction

At the March 2017 Annual School District Meeting, the Milan School District legislative body will be asked to vote on the proposed AREA withdrawal plan and the proposed exclusive tuition agreement with the Berlin School District. The recommended outcome of these votes is as follows: That the withdrawal plan and exclusive tuition agreement, are approved by the Milan School District legislative body. This will mean that effective July 1, 2018, students in grades 7-12 will attend the Berlin School District under an exclusive tuition agreement and the Milan/Berlin AREA will be dissolved. The Berlin City Council must approve the AREA Withdrawal Plan and Exclusive Tuition agreement between Milan and Berlin. If the exclusive tuition agreement is approved by both the Milan School District legislative body, taxpayers, and the Berlin School District legislative body, city council, the approved exclusive tuition agreement will be signed by all parties, to include Members of both the Milan and Berlin School Boards and the Chairperson (Mayor) of the Berlin City Council, and forwarded to the New Hampshire State Board of Education for approval. If the proposed withdrawal plan is not approved and the exclusive tuition agreement is not approved, by the legislative bodies, than action will be taken, based on current New Hampshire statutes, to determine next steps in order to meet the needs of the Milan students' Grades 7 through 12 after June 30, 2018.

Though not yet determined actions may be:

- to amend the current AREA which expires on July 1, 2018
- renew the current AREA as written
- other action, as determined, based on current New Hampshire Statutes

## Historical Information

The initial date of operating responsibility between the Milan and Berlin School Districts for the current AREA Plan began on July 1, 1970.

In researching the history of schools in Milan and Berlin it is safe to say that the relationship between and Milan and Berlin public educational communities, Milan Students attending the schools in Berlin, stretches back more than 100 years.

## Withdrawal Plan<sup>1</sup>

**(a) The name of the withdrawing district and the grades.**

Milan School District, Grades 7-12

**(b) The proposed date of withdrawal from the AREA Agreement, at which time the sending district shall be responsible for the education of its pupils and after which the AREA Agreement shall no longer have such educational responsibility.**

The Committee proposes that the Berlin/Milan AREA Agreement be dissolved as of June 30, 2018, and that Milan students attend Berlin pursuant to a tuition agreement with an effective date of July 1, 2018.

The withdrawal plan is contingent upon the approval of the tuition agreement with the Berlin School District.

**(c) The liability of the sending district for its share of any outstanding indebtedness of the AREA Agreement in accordance with RSA 195-A:14, V, and provision for the disposition of property and a statement of assumption of liabilities upon dissolution of the area.**

There is no outstanding indebtedness. The school buildings and their contents are owned by the Berlin School District, and Berlin School District shall retain ownership of all buildings and their contents.

Since there is no outstanding bonds or indebtedness, as of July 1, 2018, Milan shall not be liable for any rental charges or the reductions of school building aid. See RSA 195-A:14, V.

**(d) A detailed analysis of the financial and educational consequences of the proposed withdrawal.**

Under RSA 195-A:14, VII, "the vote to withdraw from an area shall take effect on July 1 of the calendar year which shall be at least 2 years after the date on which the withdrawal vote is adopted, "unless the withdrawal plan provides for an earlier date. This plan proposes a withdrawal on July 1, 2018, two years hence at the end of the current AREA.

With the withdrawal from the current AREA, if approved, the formation of exclusive tuition agreement with Berlin on July 1, 2018, if approved by all legislative bodies, will continue the relationship and education of the Milan students, grade seven through twelve, within the Berlin School District as per the guidelines of the exclusive tuition agreement. The formation of an exclusive tuition agreement between Milan and Berlin School Districts will allow more options for students in grades seven through twelve as well as continue the educational commitment the Milan School District has with the Berlin School District.

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<sup>1</sup> The elements of the withdrawal plan are set forth in RSA 195-A:14, IV(a)-(g).

The Milan School District has not withdrawn from SAU 20 and continues to be responsible for its proportionate share of the SAU costs. The Superintendent of SAU 20 has reaffirmed its willingness to provide Superintendent services to the Milan School District.

### **2018 Milan/Berlin Financial Consequences**

The below table projects enrollment for the 2018-2019 school year using grades seven through twelve enrollment data as of October 1, 2016. It is understood that the projections are an estimate only as families move, some families may opt for home school education and some families may opt to request their child attend a school other than Berlin under the exclusive tuition agreement. The projected grades seven through twelve enrollments and tuition rates are a projection for the Milan/Berlin Exclusive Tuition Agreement. A five percent increase in tuition rates may be projected from year to year for the duration of the exclusive tuition agreement. This does not include the payments that may be forwarded to Berlin from Milan for Special Education and other costs included in the Milan/Berlin Exclusive Tuition Agreement. These additional costs are fluid.

Below please see projected revenues/payments for the 2018-2019 School year.  
Tuition rates are from 2016-2017 school year:

GRADE	ENROLLMENT	RATE	Berlin Revenues/Milan Payments
7	18	\$14,271	\$256,876
8	13	\$14,271	\$185,523
9	14	\$15,525	\$217,350
10	6	\$15,525	\$93,150
11	15	\$15,525	\$232,875
12	10	\$15,525	\$155,250

**(e). The manner in which the withdrawing district shall provide for the education of all pupils in the withdrawing district and a plan for the education of the pupils in the remaining sending district, including the proposed assignment of pupils and any necessary tuition arrangements or contracts.**

Milan students in grades 7 through 12 will continue to receive their education from the Berlin School District, in accord with a tuition agreement with Berlin.

### **Accreditation**

Milan students have and will continue to obtain substantial educational benefit with assignment to an accredited high school. Since 1992, the New Hampshire Legislature has indicated a clear preference for accreditation. See RSA 195-A:4-a.

The Berlin Middle and High School meet the minimum standards established by the State of New Hampshire.

**(f) Modifications to the area agreement necessitated by the withdrawal plan.**

This plan calls for a complete withdrawal and dissolution of the AREA Agreement effective June 30, 2018; as a result, it is not necessary to modify the existing AREA Agreement. See RSA 195-A:14, VIII. If the plan is approved, the Berlin/Milan AREA shall be dissolved on July 1, 2018.

**(g) Any other matters which the committee, consistent with the law, may consider appropriate to include in the withdrawal plan.**

The Milan School District anticipates placing the following warrant articles on its warrant for the March 2017 meeting:

**Specimen AREA Withdrawal Article**

Shall the school district accept the provisions of RSA 195-A:14, as amended, providing for the withdrawal of the sending district of Milan from the Milan/Berlin AREA in accordance with the provisions of the proposed withdrawal plan filed with the school district clerk? This article shall be contingent upon the passage of the article approving the Tuition Agreement between Milan School District and the Berlin School District (article \_\_\_\_).

YES \_\_\_\_\_ NO \_\_\_\_\_

**Specimen Tuition Agreement Article**

To see if the Milan School District will vote to ratify and approve the Exclusive Tuition Agreement between Milan School District and Berlin School District for the purpose of educating Milan students in Grades 7-12 for a three year period beginning on July 1, 2018 and ending on June 30, 2021. This article shall be contingent upon the passage of the article approving withdrawal from the Milan-Berlin AREA agreement (article \_\_\_\_).

YES \_\_\_\_\_ NO \_\_\_\_\_

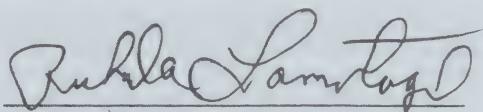
**Conclusion**

In conclusion, the work of the AREA withdrawal committee to vote to withdraw from the current AREA (five members of the committee voted in favor of withdrawal, one opposed) between Milan and Berlin and to fashion an exclusive tuition agreement between Milan and Berlin to take effect at the conclusion of the current AREA showed foresight and a commitment from the Milan School District to the Berlin School District. Since the formation of this committee the

wish of the AREA withdrawal committee was to revive a spirit of cooperation between the Milan and Berlin School Districts. Milan students and citizens have been served well by the schools of Berlin in the past. Milan students have been successful in middle and high school and beyond high school due to the quality education provided by the Berlin School District. An exclusive tuition agreement will provide a commitment by the Milan School District to the Berlin School District and also provide options for parents who feel that other educational opportunities are needed for their children

We, the undersigned, submit this Withdrawal Plan as approved by the Milan/Berlin Withdrawal Student Committee on November 14, 2016 (5 votes in favor to 1 vote opposed).

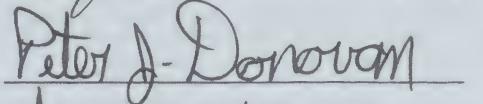
Richard Lamontagne, Milan Selectman



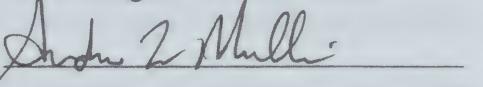
Randy Fortin, Milan Selectman



Peter Donovan, Milan School Board



Andrew Mullins, Milan School Board



Nicole Plourde, Berlin School Board



Scott Losier, Berlin School Board



Approved by the State Board on January 12, 2017, for submission to the legislative body of the Milan School District in March 2017.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Virginia Barry  
Commissioner of Education

**NEW HAMPSHIRE STATE BOARD OF EDUCATION  
TUITION CONTRACT BETWEEN New Hampshire SCHOOL DISTRICTS**

**MEMORANDUM OF AN EXCLUSIVE TUITION AGREEMENT** made this \_\_\_\_\_ of \_\_\_\_\_, between the Berlin School District, Berlin located in the County of Coos, and the Milan School District, Milan in the County of Coos and the State of New Hampshire.

WHEREAS, the Milan School District does not maintain public schools and is desirous of having its pupils in grades seven (7) through twelve (12) who seek a public school education attend the middle school and high school in the Berlin School District and has authorized its school board to make a contract for such education, provided that the Milan School District is not obligated to assign all of its pupils in grades seven (7) through twelve (12) to attend school in the Berlin School District: and

WHEREAS, the Berlin School District maintains a public school system, inclusive of a comprehensive middle school and high school, approved by the Department of Education of the State of New Hampshire for all children and, through its school board, is willing to receive all such students and afford them the complete course of instruction now given in its schools, in grades 7-12.

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

the Milan School Board will send its school pupils to Berlin middle school and high school, and the Berlin School Board hereby agrees to accept such Milan school pupils, for a term of three school years from July 1, 2018 to June 30, 2021 unless this agreement is earlier terminated as hereinafter provided, and provided further that, in individual cases, the Milan School Board may assign pupils to attend schools in grades seven (7) through twelve (12) in school districts other than Berlin at the request of their parent(s) or guardians, and that the Milan School District will not pay tuition to the Berlin School District for students attending school in districts other than the Berlin School District. It is agreed that parents shall make requests to the Milan School Board for assignment, other than the Berlin School District, by September 30 of the year prior to the student's enrollment in the alternate school district. The Milan School District shall inform the Berlin School District of all placements outside the Berlin School District in grades 7 through 12 by October 1 of the year prior to the date of enrollment for the upcoming school year.

In the event that the Berlin School District must hire an additional teacher solely to meet the needs of an individual Milan student, the costs will be negotiated with the Milan School District.

In the event that this agreement is terminated, any Milan student tuitioned to the Berlin School District may continue attending school in the Berlin District until such time as they graduate from or otherwise discontinues attendance at Berlin.

The tuition rate shall be determined annually and shall be based on the DOE-25 report for two years prior to the time for which the charge is being made. The tuition rate shall be set no later than December 1 of each year, after which the Milan School District will be promptly notified in writing.

The costs of special education services for Milan students will be calculated into the payments of the Milan School District to the Berlin School District. However, any additional costs incurred by the Berlin School District as a result of the special education needs of an individual Milan student, such as the cost for a one-on-one educational aide, shall be billed to the Milan district in addition to the regular tuition. These additional cost to Milan for special education services may include: 1:1 educational assistant, psychological evaluations, related services of speech, occupational therapy, physical therapy, or any other specialized needs related to a disability including any accommodations from a 504 plan that require a student specific expenditure by Berlin.

In the case where a Milan student with an Individual Education Plan or 504 plan is being considered for a placement in a school other than in the Berlin Schools a representative of the Berlin School District shall be a member of Individual Education Plan Team or 504 Team making the placement decision.

In the case of a due process hearing or an alternative dispute resolution process involving a Milan student the Milan School District shall be involved in the due process proceedings. If legal fees are incurred the legal costs will be borne equally by both Districts -in addition, any legal expenses incurred by Berlin for general legal consultation with regard to a Milan student shall be billed to Milan. The Milan School Board and its administration shall be conferred with as to the reason for the consultation/representation prior to any expenses being charged to the Milan School District. Any disciplinary issue/hearing that involves a Milan student that may lead to expulsion or extended suspension or other discipline shall involve the Milan School Board in the decision. Milan students will be subject to the same rules and discipline process as the students in Berlin and shall have the same privileges and educational opportunities as Berlin Students.

The school boards of Berlin and Milan shall meet jointly at least once annually and as many other times as the Boards mutually deem advisable. Such meeting shall be advisory, consultative, and informational in nature, and shall not infringe upon the legal authority and responsibility of either the Milan or the Berlin School Board. Regular and special school board meeting minutes for both districts will be provided to each board in order to increase communication between districts.

Should either party wish to terminate this contract it may do so at the end of any school year by giving no less than two (2) years written notice to the other of its desire to terminate the agreement at the end of the school year at least two years from the date of notice.

If either party wishes to amend this agreement one (1) year's notice shall be given to the other district informing it of the wish to amend and the general nature of the desired amendment(s). The district proposing the amendment(s) shall forward the amendment(s) to the district, in writing, at least one (1) calendar week prior to any joint meeting and discussion of the amendment(s). The one year notice requirement may be waived by mutual agreement. Any amendments shall be agreed upon by both school boards, shall be reduced to writing and upon signature by both boards shall become part of this Agreement. However any substantive amendment as to the manner in which tuition is charged to Milan shall require the vote of its legislative body, Milan citizens.

The Milan School District shall only be obligated to provide transportation of Milan students to and from the schools within the Berlin School District to which the students are assigned, and the Berlin School District shall be responsible for providing the same transportation to Milan students assigned to schools in Berlin as is provided to students of the Berlin School District between the Berlin School District school to which the students are assigned and athletic events and field trips.

This Agreement shall be automatically renewed at the current term length or any subsequent term length, unless one party notifies the other, in writing, on or before July 1 of the year before the existing term of the tuition agreement expires that they wish for the Agreement to terminate.

This Agreement shall also be subject to approval by the State of New Hampshire Department of Education, whereupon the Berlin public middle and high schools shall become the public middle and high schools deemed to be maintained by the Milan School District, in accord with NH RSA 194:22 and NH RSA 193:4.

This Agreement shall also be subject to approval by the legislative body of the Milan School District.

IN WITNESS WHEREOF said parties to this agreement have by their school or governing board respectively hereunto set their hands and seals on the day and year first above written.

SCHOOL DISTRICT OF MILAN \_\_\_\_\_ Date \_\_\_\_\_  
By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHOOL DISTRICT OF BERLIN \_\_\_\_\_ Date \_\_\_\_\_  
By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BERLIN CITY COUNCIL: CHAIRPERSON

By: \_\_\_\_\_ Date \_\_\_\_\_

Approved by State Board of Education-January 12, 2017

\_\_\_\_\_  
Commissioner of Education

Date: \_\_\_\_\_

## ATTORNEY OPINION FOR DISCUSSION ~ ARTICLE 9

From: **Loughman Barbara** <[loughman@soulefirm.com](mailto:loughman@soulefirm.com)>

Date: Sun, Sep 25, 2016 at 7:01 PM

Subject: Re: Tuition agreement question

To: Paul Bousquet <[paul.bousquet@sau20.org](mailto:paul.bousquet@sau20.org)>

A lot of districts do this with high school students-they assign kids to one school with which they have a contract, so every child is guaranteed a place. However, if parents want to send the child elsewhere, the sending district pays the same tuition amount as it would pay under contract with parents paying the difference. I see no reason why it would be any different for middle school students and there may be some districts that do this with middle school students.

No-one knows if this is legal. There are arguments on both sides of the question. No-one to the best of my knowledge has challenged this practice either at the DOE or in court. I had a case a number of years ago in which the student was a foster child and the foster mother threatened to go to the DOE. The Board decided it did not want that fight, wisely I think. Since that time, the legislature in its wisdom has enacted a statute prohibiting school districts from discrimination based on economic status. Again, there are no court cases or DOE decisions telling us what that means, exactly. However, that is an additional concern when considering allowing choice and billing parents for the difference, because some may be unable to afford it.

Nonetheless, there are still a number of districts that do this and it is not clear that it is illegal. If your Board decides to do it, the Board should be careful to make it clear that the students are assigned to Berlin, but the parent can choose an unassigned school and pay the difference in tuition. The parent should agree to be responsible for transportation, because of the requirement that districts furnish transportation to the assigned school for students of middle school age. Milan will remain responsible for all special education expenses because the special Ed statute makes the district of residence responsible for special Ed expenses for students placed by their parents in a public school in a district other than the district of residence.

Your Board should also keep in mind that, if a parent challenges the tuition differential in court or at the DOE and the parent wins, the District may be on the hook for the differential for at least the most recent three years, because there is a general three year statute of limitations that I believe would apply to this type of claim. Also, if one parent files a claim and is successful, others who have paid the tuition differential may also file claims.

Please let me know if you have any questions or if you want me to provide you with a draft policy and tuition agreement for parents to sign in the event your Board decides to do this.

## Milan Village School Principal's Report 2015/16

**The 2015/16 school year** has focused on the importance of safety, relationship building, communication, and continuity of our curriculum. It has been the goal of our staff to establish high achievement standards for our students and then give them the direction and tools to reach those standards. In order to achieve these goals it is important to establish a safe and nurturing learning environment.

**Students** have once again demonstrated why they achieved above state and federal national averages. They have responded to the rigor and high standards the staff have challenged them with. Following the communities lead, students volunteer for activities such as Lego club, student council, various fund raisers, field trips, sports, ski program, art programs, and others. Perhaps the most impressive is how they treat each other and demonstrate social skills beyond their age.

**Teachers** have done an amazing job blending technological innovation and traditional teaching methods. Curriculum mapping is an ongoing process to ensure educational material meets state/federal standards. The Milan Village School has adopted a standards based reporting system to better communicate student achievement. Teachers continue to seek self-improvement through additional educational opportunities, self-reflection, peer observations, and student growth goals.

**The custodial staff** has excelled at ensuring the facility meets local, state, and federal guidelines. They have tackled long habitual problems with the building and developed creative solutions. The custodial staff has connected with such groups as student council, community members, and staff to make improvements to the playground and other parts of the building. They continue to search for ways to cut operation costs and ensure the safety of the students.

**The PTO** continues to be the foundation of what separates MVS from other schools. Volunteers have put in countless hours at such events as the bike-a-thon/ walk-a-thon, ice cream social, pumpkin carving, dances, Old Home Days, and other events. It is truly the bed rock of why students cherish their relationship with the school and the community. Alumni of the Milan Village

School consistently state that in addition to the fantastic teachers, the volunteers in the community are what made their experience a great one.

**The Principal** position is a truly humbling position. My family and I are grateful for the privilege to be a part of the community. It is my hope/goal to build positive relationships with the great people of Milan to ensure a solid footing to move forward for the betterment of the students of MVS. I welcome everyone's input and I will continue to ensure our students are in the safest environment possible. On behalf of the staff we strive to ensure our children are safe, respected and challenged.

Respectfully submitted,

Matthew Underwood, Principal

# Milan Village School

## Faculty / Staff

2016-2017

	<u>Position</u>	<u>Salary</u>
Bunnell, Krystal	Interim Guidance	\$16,428.00
Collins, Kayla	Teacher	\$34,936.00
Doucette, Denise	Music	\$ 7,911.00
Doucette, Denise	Physical Education	\$ 7,872.00
Fitzmorris, Sandra	Computer/Media	\$17,337.00
Gagnon, Rita	Para Professional	\$18,541.00
Giroux, Michael	Teacher	\$45,581.00
Glover, Mary	Teacher	\$34,936.00
Goulet, Kari	Teacher	\$40,466.00
Hebert-Sweeny, Rebecca	SPED Teacher WMCC	\$53,740.00
Ingersoll, Kimberly	School Nurse	\$27,949.00
Jeralds, Nicole	Para Professional	\$10,947.00
Jerald, Nicole	Art Teacher	\$ 6,571.00
LaBrecque, Paula	Teacher	\$42,678.00
Leveille, Tonya	Teacher	\$32,217.00
Middleton, Mariah	Para Professional	\$ 8,788.00
Middleton, Mariah	Pre School Teacher	\$ 5,350.00
Morin, Sharon	Librarian	\$ 5,738.00
Morse, Lisa	Teacher	\$53,971.00
Neal, Isabel	Title I	\$37,687.00
Parker, Karen	Teacher	\$45,581.00
Perreault, Leo	Custodian	\$30,680.00
Stephenson, Jill	Administrative Assistant	\$16,614.00
Thagouras, Rita	Para Professional	\$12,337.00
Vien, Michael	Custodian	\$27,441.00
Weeks, Pamela	Para Professional	\$12,337.00
Wheeler, Norma	Para Professional	\$ 8,923.00
Williams, Jennifer	Para Professional	\$11,311.00
Underwood, Matthew	Principal	\$63,000.00

**2016**  
**Superintendent's Report**  
**Milan School District**  
**Milan, New Hampshire**

Dear Citizens of Milan,

I hope that this annual letter finds you well!

Thank you to the students, staff, parents, volunteers, school board and Milan community for supporting the programs and activities that take place at Milan Village School.

What a gift we have in the Milan Village School Staff. This year I have had more of an opportunity to sit down and talk more frequently with the teaching staff of Milan Village School. Through these conversations it has become clearer to me that if the Milan teachers were given a task that benefitted our children they would engage in that task with enthusiasm and unlimited energy. I have always known this about them but, through these individual and group conversations, I have a renewed respect for their total commitment to our students.

Matthew Underwood is now serving as the Principal of Milan Village School (MVS). Gerri St.Gelais attained another Principal's position in the southern part of the state in order to be closer to her family. Matt has taken on the role of the Milan Principal with enthusiasm and caring. His expertise as a teacher and administrator had been in the upper grades but he has adjusted well to MVS, students, staff, parents and community. An avid family of outdoor enthusiasts Matt, his wife and son has embraced our North Country Community.

Two important warrant articles will appear this year in the school district report for your review, discussion and vote. One is for a vote on an AREA withdrawal plan that was approved by the AREA Withdrawal Committee after six months of work and approved by the New Hampshire State Board of Education. The other article you will be voting on is an Exclusive Tuition Agreement with Berlin that will take the place of the current AREA with Berlin, in July of 2018, if the

withdrawal plan is approved by the citizens of Milan and the legislative bodies in Milan, Berlin-School Board and City Council. The Exclusive Tuition Agreement was also approved by the New Hampshire State Board of Education. The Exclusive Tuition Agreement between Milan and Berlin was crafted and approved by the AREA Withdrawal Planning Committee after much discussion. If voted in the affirmative the Exclusive Tuition Agreement between Milan and Berlin will continue the long standing educational relationship between our school districts, while allowing for more parental choices for our Milan children.

During the past year it has come to the attention of the maintenance staff, administration and Board that the roof of our building needs major repair in order to alleviate major energy loss, ice damming and possible roof issues/leakage. The Board requested an engineering and architectural study in order to ascertain the roof issues. When the results of the study were reviewed it was found the best solution would cost approximately \$1,000,000 dollars. The Board and administration were hoping to provide some tax relief in fiscal year 2018-2019 for the citizens of Milan, since this (2016-2017) is the last year of the construction bond payment of approximately \$180,000 per year. The Board had hoped to reduce the budget by \$180,000 (construction bond payment) in the next budget cycle. Due to the roof issues the relief may not become a reality. Our architect did inform us that we can wait a year to fix the roof issues so we do not have to have an immediate fix and can wait one more year to begin the roof work. This will allow us to retire the bond and use the money saved to repair the roof. Not good news-but the reality of the situation.

I would like to thank the Milan School Board for the service that they provide to the children and the community of Milan. Peter Donovan, Wade Goulet and Andrew Mullins have made some tough decisions in the last year. One of the toughest areas dealt with by the Board was the proposed budget for 2017-2018. With the increase in tuition students and the decrease in revenues we have a significant tax increase for our Milan citizens. The Board agonized over this budget but knew that, in order to meet the needs of our children, they had to approve the budget. Throughout the budget building process the board worked with the administration to find areas to cut. When

dealing with finite areas in the budget, Special Education costs, tuition-areas to cut were very sparse. Board members have made all their decisions this year based on the best interest of our children. I applaud their efforts.

I would be remiss if I did not thank Patricia Shute for her past service to the Milan School District. I am so grateful to Patricia, who served as a long serving Milan and SAU Board Chair; she always made decisions in the best interest for all our Milan students and all of our districts. Her selfless service to our children shows a true commitment to education and to the Town of Milan and our extended community in SAU 20.

I would like to take this opportunity to recognize my office staff for the work that they do to support the children of Milan and all of SAU 20. I would like to single out Pauline Plourde, our Business Administrator, who is to be applauded as she is one of the best in the State of New Hampshire in her craft. Pauline is the financial steward for Milan and all of SAU 20.

Thank you for reading this annual report letter. Please feel free to drop in to visit me, email me at [paul.bousquet@sau20.org](mailto:paul.bousquet@sau20.org) or call 466-3632 x1105 if you have any questions regarding the education of your children.

Respectfully submitted,  
Paul Bousquet  
Superintendent, SAU 20

## SCHOOL ADMINISTRATIVE UNIT #20

**THANK YOU Maria Delisle for your many (35) years of dedication to our SAU and Districts!**

Expenses	Budget	Budget
Community Services	\$ 1,400	\$ 1,400
Professional Services (Pre-school/Speech)	\$ 75,446	\$ 76,018
Instructional Staff Development Services	\$ 32,576	\$ 31,769
Network Administration	\$ 81,296	\$ 97,113
School Board	\$ 7,041	\$ 7,334
Administrative Services	\$ 35,650	\$ 31,050
Superintendent Services	\$ 174,324	\$ 177,331
Special Education Services	\$ 169,364	\$ 158,597
Support Services-Business	\$ 248,606	\$ 251,118
Building/Custodial	\$ 5,800	\$ 5,900
<b>TOTAL EXPENSES:</b>	<b>\$ 831,503</b>	<b>\$ 837,629</b>

Apportionment				
Revenues	2017-2018		2016-2017	2017-2018
Interest	\$ 200	Dummer	\$34,570	\$36,505
Serv to LEA	\$ 19,000	Errol	\$49,630	\$52,578
Wellness Grant	\$ 1,400	Milan	\$113,662	\$135,740
Speech Serv	\$ 76,018	GRS Coop	\$452,745	\$468,688
Fund Balance	\$ 47,500		<b>\$650,607</b>	<b>\$693,511</b>
<b>Total Revenue</b>	<b>\$ 144,118</b>			
Total Revenues & Apportionments				\$ 837,629

### SAU Staff

Superintendent	Paul Bousquet
Business Administrator	Pauline Plourde
Co-Director Special Education	Kim Bartoli-Brown
	Steve Gordon (Retired)
Technology Director	Amanda Ramsay
Speech Pathologist	Mandy Roberge
Office Manager	Maria Delisle
Business Assistant	Lorna Aldrich
Office Assistant	Karen Couture
Office Assistant	Lisa Sankiw

**School: Milan Local School**  
**New Hampshire**  
**Warrant and Budget**  
**2016**

To the inhabitants of the School District in the Town of Milan in the state of New Hampshire qualified to vote in school district affairs. You are hereby notified and warned of the Annual Meeting which will be held as follows:

Date: Monday, March 7, 2016

Time: 7:00 pm

Location: Milan Village School Gymnasium

Details: To act upon the following subjects:

**Article 01: Reports**

To see if the District will vote to accept the reports of agents, auditors, committees, and officers heretofore chosen, as presented in the Annual Report.

Motion on Article 01 - made by Lincoln Robertson.

Seconded by Norman Frechette.

Motion carried

Yes       No

**Article 02: Set Salaries**

To set the salaries of the school district officers:

School Board Chair	\$750.00
School Board (2)	\$500.00 each
Treasurer	\$1,000.00
Clerk	\$ 75.00
Truant Officer	\$150.00
Census Taker	\$150.00
Moderator	\$ 50.00
Supervisors of the Checklist(3)	\$ 25.00 each
Ballot Clerks (3)	\$ 25.00 each

Motion on Article 02 – made by Sandy Pouliot.

Seconded by Lincoln Robertson.

Motion carried.

Yes       No

### Article 03: Operating Budget

To see if the district will vote to raise and appropriate the amount of \$3,234,162 for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment for the statutory obligations of the district and for the payment of tuition for students in grades 6-12 (Elementary \$15,661, Junior High School total \$301,264 and the High School total \$837,540 which is included above). This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

Motion on Article 03 - made by Lincoln Robertson.

Seconded by Paulette Frechette.

Discussion: Mike Fortier asked if the amounts noted for tuition were firm numbers. Business Administrator Pauline Plourde affirmed. David Woodward asked if the adequacy amount was a firm number. Business Administrator Pauline Plourde briefly explained the process and reported it is a projected amount.

Motion carried.

Yes       No

### Article 04: Food Service

To see if the town will vote to raise and appropriate the sum of \$43,100 to be placed in the Food Service Special Revenue Fund, with said funds to come from grants and/or food service sales. (Majority vote required)

Motion on Article 04 – made by Jacqueline Quintal.

Seconded by Paulette Frechette.

Motion carried

Yes       No

### Article 05: Federal Entitlement Grants

To see if the District will vote to raise and appropriate the sum of \$100,000 to be placed in the Federal Entitlement Grant Programs Special Revenue Fund, with said funds to come from federal grants. (Majority vote required)

Motion on Article 5 – made by Lincoln Robertson.

Seconded by Mike Fortier.

Discussion: Jacqueline Quintal asked if the amount noted is from Federal funds. Business Administrator Pauline Plourde reported it is and its considered "money in and money out."

Motion carried.

Yes       No

### Article 06: Underground Storage Tank CRF

To see if the school district will vote to raise and appropriate the sum of \$6,000 to be added to the Underground Storage Tank Capital Reserve Fund previously established. This sum to come from June 30 fund balance available for transfer on July 1. No amount to be raised from taxation. Recommended by the School Board. (Majority vote required)

Motion on Article 06 – made by Paulette Frechette.

Seconded by Lincoln Robertson.

Discussion: Lincoln Robertson questioned how many years this account will be carried. Business Administrator Pauline Plourde answered the funds request would be continued so they will be available when needed in 2025. Lincoln Robertson asked what would happen if the funds were needed for another heating purpose. The Business Administrator answered that funds could be transferred and used or the name of the fund could be amended at a District Meeting.

Yes       No

## Article 07: Building & Grounds Capital Reserve Fund

To see if the School District will vote to raise and appropriate the sum of \$35,000 to be added to the Building & Grounds Capital Reserve Fund previously established. Recommended by the School Board.  
(Majority vote required.)

Motion on Article 07 – made my Mitzi Riley Fortier.

Seconded by Lincoln Robertson.

Discussion: Mike Fortier asked if this request was for new funds. School Board Member Patricia Shute replied the funds were requested anticipating future school needs. Lincoln Robertson asked if there was a specific need at this time. Patricia Shute replied the School Board is aware that there would be a need for future roof replacement and other building repairs and this warrant would insure the availability of funds when needed.

Motion carried

Yes       No

## Article 08: AREA Withdrawal

To see if the school district will vote to undertake a study of the feasibility and suitability of a withdrawal from the AREA agreement between Milan and Berlin for its students in grades 7-12. The study shall be conducted by a committee composed of 2 school board members from each district of the AREA, the superintendent of schools as a non-voting member, and 2 members of the Board of Selectmen for the Town of Milan. (Majority vote required. Recommended by the School Board.)

Motion on Article 08 – made by Lincoln Robertson.

Seconded by Lisa Morse.

Discussion: Mike Fortier asked who decides on the make-up of the Board. The Business Administrator answered the State Statutes dictates the makeup of the committee. Board Member Patricia Shute explained this is a repeat request to solidify the AREA's needs. Lisa Morse asked what process was available for the public to make the Committee aware of the townspeople's needs. Patricia Shute detailed that it is important to let the Committee know the people want as the AREA agreement ends in 2018, which gives time to determine what people really want. Superintendent Paul Bousquet reported that this impacts the receiving schools also. Basic questions centered on the AREA agreements and tuition agreements similar to that of Dummer.

Motion carried.

Yes       No

## Article 09: Other Business

To transact any other business that may legally come before this meeting.

Business Administrator Pauline Plourde announced that there were a number of positions available on the School Ballot that has not been filled. She noted that Rodney Young has agreed to accept write-ins for the position of Moderator and Rolanda Duchesne would accept the write-ins for the position of Clerk to help fill those vacancies. Lincoln Robertson asked if the Energy/Heating Account could be renamed and if it could be placed on the Warrant for next year. Paulette Frechette requested that a larger font be used in printing next years Warrant.

Moderator Rodney Young called to question a date and time for next years Meeting. Those present suggested the second Monday in March 2017.

There being no further business to bring forward the Moderator called the meeting adjourned at 7:35 PM, on Monday, March 7, 2016.

Yes       No

Respectfully submitted,

  
Rolanda Duchesne, School District Clerk

# The Mercier Group

*a professional corporation*

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## INDEPENDENT AUDITOR'S COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

To the Members of the School Board and Management  
Milan School District  
Milan, New Hampshire

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Milan School District for the year ended June 30, 2016, and have issued our report thereon dated October 17, 2016. Professional standards require that we provide you with the following information related to our audit.

- **Our Responsibility under U.S. Generally Accepted Auditing Standards.** As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.
- **Planned Scope and Timing of the Audit.** We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter, planning materials and other communications prior to commencement of audit fieldwork.

### Significant Audit Findings

*Qualitative Aspects of Accounting Practices.* Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Milan School District are described in the *Summary of Significant Accounting Policies* note to the financial statements. The District adopted no new accounting policies and the application of existing policies was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of depreciation is based on the expected number of years an asset will be used in operations and on the age and condition of capital assets at year-end. We evaluated the key factors and assumptions used to develop this estimate in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of net pension liability, deferred inflows and outflows of resources related to the District's proportionate share of the New Hampshire Retirement System (NHRs) is based on independently audited information supplied by NHRs.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most

To the Members of the School Board and Management  
Milan School District  
October 17, 2016

Page 2 of 2

sensitive disclosure(s) affecting the financial statements were considered to be adequately explained in the notes to the financial statements.

*Difficulties Encountered in Performing the Audit.* We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements.* Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. During the course of our engagement, we have advised Management on the application of accounting procedures and as a result of audit procedures proposed no adjustments to the accounting records.

*Disagreements with Management.* For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations.* We have requested certain representations from management that are included in the management representation letter dated October 17, 2016.

*Management Consultations with Other Independent Accountants.* In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues.* We are pleased to report that no material weaknesses were disclosed by our consideration of internal control for audit planning purposes.

This information is intended solely for the use of the School Board and management of the Milan School District and is not suitable for any other purpose.

Very truly yours,

*Paul J. Mercier Jr. CPA for*  
**The Mercier Group, a professional corporation**

# SCHOOL FINANCIAL REPORT

For the Year Ending June 30, 2016

For School District of MILAN, NH

SAU # 20

## DUE TO THE NH DEPARTMENT OF REVENUE

Not Later Than September 1, 2016

"I certify under the pains and penalties of perjury, to the best of my knowledge and belief, that all of the information contained in this document is true, accurate and complete."

Per RSA 198:4-d

Wade Goulet  
School Board Chairperson

8/9/16  
Date

Superintendent of Schools:

Paul Bouquet Date: 8/9/16

### SCHOOL BOARD MEMBERS Please sign in ink.

Peter J. Donovan

Andrew W. Mullins

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL & PROPERTY DIVISION  
P.O. BOX 487  
CONCORD, NH 03302-0487  
(603)230,5090

**MILAN SCHOOL DISTRICT**  
**Annual Financial Report**  
For the Year Ending June 30, 2016

BALANCE SHEET		GENERAL	FOOD SERVICE	GRANTS	TRUST/AGENCY
<b>ASSETS</b>					
1. CASH	100	..... (50,626.01)	..... 0.00	..... 0.00	..... 0.00
2. INVESTMENTS	110	127,853.29	0.00	0.00	0.00
3. ASSESSMENTS RECEIVABLE	120	0.00	.....	.....	.....
4. INTERFUND RECEIVABLE	130	0.00	19,493.11	0.00	2,301.75
5. INTERGOVT REC	140	28,974.47	5,128.04	9,672.09	269,398.98
6. OTHER RECEIVABLES	150	0.00	0.00	0.00	0.00
7. BOND PROCEEDS REC	160	.....	.....	.....	.....
8. INVENTORIES	170	0.00	0.00	0.00	.....
9. PREPAID EXPENSES	180	177,565.00	0.00	0.00	0.00
10. OTHER CURRENT ASSETS	190	0.00	0.00	0.00	0.00
<b>11. Total Current Assets lines 1 - 10</b>		283,766.75	24,621.15	9,672.09	271,700.73
<b>LIAB &amp; FUND EQUITY</b>					
12. INTERFUND PAYABLES	400	17,270.56	0.00	..... 4,524.30	..... 0.00
13. INTERGOVT PAYABLES	410	16,509.00	0.00	0.00	0.00
14. OTHER PAYABLES	420	6,030.53	20,965.55	0.00	0.00
15. CONTRACTS PAYABLE	430	0.00	0.00	0.00	.....
16. BOND AND INTEREST PAY	440	0.00	.....	.....	.....
17. LOANS AND INTEREST PAY	450	0.00	.....	.....	.....
18. ACCRUED EXPENSES	460	0.00	0.00	0.00	.....
19. PAYROLL DEDUCTIONS	470	6,935.90	0.00	0.00	.....
20. DEFERRED REVENUES	480	0.00	0.00	5,147.79	.....
21. OTHER CURRENT LIAB	490	0.00	0.00	0.00	0.00
<b>22. Total Current Liabilities lines 12 - 21</b>		46,745.99	20,965.55	9,672.09	0.00
<b>Fund Equity</b>					
<b>Nonspendable:</b>					
23. RESERVE FOR INVENTORIES	751	0.00	0.00	0.00	.....
24. RESERVE FOR PREPAID EXPENSES	752	0.00	0.00	0.00	.....
25. RESERVE FOR ENDOWMENTS (principal only)	756	0.00	0.00	0.00	0.00
<b>Restricted:</b>		.....	.....	.....	.....

**MILAN SCHOOL DISTRICT**  
**Annual Financial Report**  
For the Year Ending June 30, 2016

		GENERAL	FOOD SERVICE	GRANTS	TRUST/AGENCY
26. RESERVE FOR ENDOWMENTS (interest)	756	0.00	0.00	0.00	0.00
27. RESTRICTED FOR FOOD SERVICE			3,655.60		
28. UNSPENT BOND PROCEEDS					
<b>Committed:</b>					
29. RESERVE FOR CONTINUING APPROPRIATION	754	0.00	0.00	0.00	0.00
30. RESERVE FOR AMTS VOTED	755	6,000.00	0.00	0.00	0.00
31. RESERVE FOR ENCUMBRANCES (non-lapsing)	753	0.00	0.00	0.00	0.00
32. UNASSIGNED FUND BALANCE RETAINED		36,356.00			
<b>Assigned:</b>					
33. RESERVED FOR SPECIAL PURPOSES	760	0.00	0.00	0.00	271,700.73
34. RESERVE FOR ENCUMBRANCES	753	0.00	0.00	0.00	0.00
<b>35. UNASSIGNED FUND BALANCE</b>	<b>770</b>	<b>194,644.76</b>	<b>.....</b>	<b>.....</b>	<b>.....</b>
<b>36. Total Fund Equity - lines 23-35</b>		<b>237,020.76</b>	<b>3,655.60</b>	<b>0.00</b>	<b>271,700.73</b>
<b>37. TOT LIAB &amp; FUND EQUITY - lines 22 &amp; 36</b>		<b>283,766.75</b>	<b>24,621.15</b>	<b>9,672.09</b>	<b>271,700.73</b>
<b>REVENUES</b>					
<b>Revenue From Local Sources</b>					
1. Total Assessments	1100-1119	1,207,695.00	0.00	0.00	0.00
2. Tuition from All Sources	1300-1399	170,088.05	.....	0.00	0.00
3. Transportation Fees from All Sources	1400-1499	0.00	.....	0.00	0.00
4. Earnings on Investments	1500-1599	1,910.93	0.00	0.00	818.99
5. Food Services Sales	1600-1699	.....	22,389.00	.....	.....
6. Other Revenue from Local Sources	1700-1999	96,851.94	63.00	12,634.20	1,730.00
<b>7. Total Local Non-Tax Revenue Lines 2-6</b>		<b>268,850.92</b>	<b>22,452.00</b>	<b>12,634.20</b>	<b>2,548.99</b>
<b>8. Total Local Revenue Lines 1 &amp; 7</b>		<b>1,476,545.92</b>	<b>22,452.00</b>	<b>12,634.20</b>	<b>2,548.99</b>
Revenue from State Sources		.....	.....	.....	.....
<b>UNRESTRICTED GRANTS-IN-AID</b>					
9. Adequacy Education Grant	3111	1,044,651.03	.....	.....	.....
10. Statewide Enhanced Education Tax	3112	246,540.00	.....	.....	.....
11. Shared Revenues	3119	.....	.....	.....	.....
12. Other (Specify)	3190-3199	0.00	0.00	0.00	0.00
<b>13. Total Unrestricted Grants-in-Aid 9-12</b>		<b>1,291,191.03</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**MILAN SCHOOL DISTRICT**  
**Annual Financial Report**  
For the Year Ending June 30, 2016

		GENERAL	FOOD SERVICE	GRANTS	TRUST/AGENCY
<b>RESTRICTED GRANTS-IN-AID</b>					
14. School Building Aid	3210	76,251.38	.....	.....	.....
15. Kindergarten Building Aid	3215	0.00	.....	.....	.....
16. Kindergarten Aid	3220	0.00	.....	.....	.....
17. Catastrophic Aid	3230	5,207.06	.....	.....	.....
18. Vocational Education	3241-3249	0.00	.....	0.00	.....
19. All Other Restricted Grants-in-Aid	3250-3299	0.00	.....	0.00	0.00
<b>20. Total Restricted Grants-in-Aid (Lines 14-19)</b>		<b>81,458.44</b>		<b>743.73</b>	
21. Grants-in-Aid Through Other Public Intermedia	3700	0.00	0.00	0.00	0.00
22. Revenue In Lieu of Taxes	3800	0.00	0.00	0.00	0.00
<b>23. Total Revenue from State Sources Lines 13, and 20-22</b>		<b>1,372,649.47</b>		<b>743.73</b>	
					0.00
					0.00
<b>Revenue From Federal Sources</b>					
24. Unrestricted Grants-In-Aid	4100-4299	0.00	.....	0.00	0.00
<b>RESTRICTED GRANTS-IN-AID</b>					
25. Restricted Grants-in-Aid Direct from Fed Govt	4300-4399	0.00	.....	0.00	.....
26. Restricted Grants-in-Aid from Fed Gov't thru S	4500-4599	49,270.91	.....	48,386.25	72,107.25
27. Other Revenue for /on Behalf of LEA	4700-4999	0.00	.....	0.00	0.00
28. Federal Forest Land Distribution	4810	13,068.45	.....	.....	.....
<b>29. Total Revenue from Federal Gov't (Lines 24-28)</b>		<b>62,339.36</b>		<b>48,386.25</b>	<b>72,107.25</b>
<b>Other Financing Sources</b>					
30. Sale of Bonds and Notes	5100-5139	0.00	.....	.....	.....
31. Reimbursement Anticipation Notes	5140	0.00	.....	.....	.....
<b>Interfund Transfers</b>					
32. Transfer from General Fund	5210	0.00	.....	0.00	21,000.00
33. Transfer from Special Revenue Funds	5220-5229	0.00	.....	0.00	0.00
34. Transfer from Capital Projects	5230-5239	0.00	.....	0.00	0.00
35. Transfer from Capital Reserve Funds	5251	0.00	.....	0.00	.....
36. Transfer from Trust Funds	5252-5253	0.00	.....	0.00	.....
37. Compensation for Loss of Fixed Assets	5300-5399	0.00	.....	0.00	.....
38. Capital Lease/Lease Purchases	5500-5600	0.00	.....	0.00	.....
<b>39. Total Other Financing Sources (Lines 30-38)</b>		<b>0.00</b>		<b>0.00</b>	
<b>40. Total Revenue &amp; Other Financing Sources (Lines 8,23,29,39</b>		<b>2,911,534.75</b>		<b>71,581.98</b>	
					84,741.45
					21,000.00
					23,548.99

**MILAN SCHOOL DISTRICT**  
**Annual Financial Report**  
For the Year Ending June 30, 2016

		GENERAL	FOOD SERVICE	GRANTS	TRUST/AGENCY
<b>EXPENDITURES</b>					
<b>Instruction</b>					
1. Regular Programs	1100-1199	1,527,414.51	.....	.....	.....
2. Special Programs	1200-1299	294,208.62	.....	50,319.66	.....
3. Vocational Programs	1300-1399	0.00	.....	32,274.87	.....
4. Other Instructional Programs	1400-1499	6,857.70	.....	0.00	.....
5. Non-Public Programs	1500-1599	0.00	.....	0.00	.....
6. Adult & Community Programs	1600-1899	5,258.04	.....	0.00	.....
<b>7. Total Instructional Expenditures (Lines 1-6)</b>		<b>1,833,738.87</b>	<b>0.00</b>	<b>82,594.53</b>	<b>0.00</b>
<b>Support Services</b>					
8. Student Services	2100-2199	167,194.74	.....	447.58	.....
9. Instructional Staff	2200-2299	34,835.40	.....	593.85	.....
10. General Administration - SAU Level	2300-2399	142,325.37	.....	0.00	.....
11. School Administration	2400-2499	120,863.24	.....	174.98	.....
12. Business	2500-2599	0.00	.....	0.00	.....
13. Operation/Maintenance of Plant	2600-2699	192,997.65	.....	0.00	.....
14. Student Transportation	2700-2799	217,978.71	.....	0.00	.....
15. Centralized Services	2800-2899	0.00	.....	0.00	.....
16. Other Support Services	2900-2999	.....	.....	.....	.....
17. Food Service Operation	3100-3199	.....	71,046.37	.....	.....
<b>18. Total Support Services (Lines 8-17)</b>		<b>876,195.11</b>	<b>71,046.37</b>	<b>1,216.41</b>	<b>0.00</b>
<b>Other Outlays</b>					
19. Facility Acquisition & Construction	4000-4999	30,170.00	.....	0.00	.....
20. Debt Service - Principal	5110	170,000.00	.....	0.00	.....
21. Debt Service - Interest	5120	18,870.00	.....	0.00	.....
<b>Other Financing Uses</b>					
22. Transfer to General Fund	5210	.....	0.00	0.00	0.00
23. Transfer to Food Service (Special Revenue) Fu	5220-5221	0.00	.....	0.00	.....
24. Transfers to All Other Special Revenue Funds	5222-5229	0.00	.....	0.00	.....
25. Transfer to Capital Projects Funds	5230-5239	0.00	.....	0.00	.....
26. Transfer to Capital Reserves	5251	21,269.72	.....	.....	.....

**MILAN SCHOOL DISTRICT**  
**Annual Financial Report**  
For the Year Ending June 30, 2016

		GENERAL	FOOD SERVICE	GRANTS	TRUST/AGENCY
27. Transfer to Expendable Trust Funds	5252	2,279.27	.....	.....	.....
28. Transfer to Nonexpendable Trust Funds	5253	0.00	.....	.....	.....
29. Transfer to Fiduciary Fund	5254	(2,528.99)	.....	.....	.....
30. Allocation to Charter Schools	5310	0.00	.....	0.00	.....
31. Allocation to Other Agencies	5390	0.00	.....	930.51	.....
<b>32. Total Other Outlays and Financing Uses (Lines 19-31)</b>	<b>240,040.00</b>	<b>0.00</b>	<b>930.51</b>	<b>0.00</b>	
<b>33. Total Expenditures for All Purposes (Lines, 7,18 &amp; 32)</b>	<b>2,949,913.98</b>	<b>71,046.37</b>	<b>84,741.45</b>	<b>0.00</b>	

**AMORTIZATION OF LONG TERM DEBT**

For the Fiscal Year Ending on June 30th

**REPORT IN WHOLE DOLLARS**

Length of Debt (yrs)

Date of Issue (mm/yy)

Date of Final Payment(mm/yy)

Original Debt Amount

Interest Rate

Principal at Beginning of Yr

New Issues This Yr

Retired Issues This Yr

Remaining Principal Bal Due

Remaining Interest Bal Due

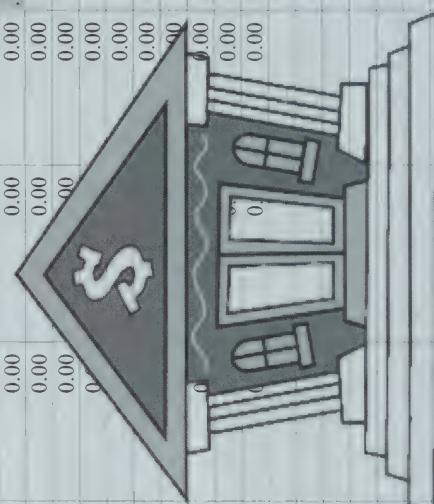
Remaining Debt(P&I) Bal Due

Amount of Prin to be Paid Next Fisc. Yr

Amount of Interest to be Paid Next Fisc. Yr

Total Debt (P&I) to be Paid Next Fisc. Yr

	(1)	(2)	(3)	(4)	(5)	(6)
	DEBT 1	DEBT 2	DEBT 3	DEBT 4		TOTAL
Length of Debt (yrs)	15	0	0	0	0	.....
Date of Issue (mm/yy)	06/2002	0	0	0	0	.....
Date of Final Payment(mm/yy)	07/2017	0	0	0	0	.....
Original Debt Amount	2,600,000.00	0.00	0.00	0.00	0.00	.....
Interest Rate	4.38	0.00	0.00	0.00	0.00	510,000.00
Principal at Beginning of Yr	510,000.00	0.00	0.00	0.00	0.00	0.00
New Issues This Yr	0.00	0.00	0.00	0.00	0.00	340,000.00
Retired Issues This Yr	170,000.00	0.00	0.00	0.00	0.00	170,000.00
Remaining Principal Bal Due	340,000.00	0.00	0.00	0.00	0.00	15,215.00
Remaining Interest Bal Due	15,215.00	0.00	0.00	0.00	0.00	355,215.00
Remaining Debt(P&I) Bal Due	355,215.00	0.00	0.00	0.00	0.00	170,000.00
Amount of Prin to be Paid Next Fisc. Yr	170,000.00	0.00	0.00	0.00	0.00	11,390.00
Amount of Interest to be Paid Next Fisc. Yr	11,390.00	0.00	0.00	0.00	0.00	181,390.00
Total Debt (P&I) to be Paid Next Fisc. Yr	181,390.00	0.00	0.00	0.00	0.00	



# MILAN SCHOOL DISTRICT CALENDAR 2017-2018

	Sun	Mon	Tue	Wed	Thu	Fri	Sat		Sun	Mon	Tue	Wed	Thu	Fri	Sat		
August 2					1	2	3	4	5						1	2	3
	6	7	8	9	10	11	12		4	5	6	7	8	9	10		
	13	14	15	16	17	18	19		11	12	13	14	15	16	17		
	20	21	22	23	24	25	26		18	19	20	21	22	23	24		
	27	28	29	30	31				25	26	27	28					
September 20					1	2							1	2	3		
	3	4	5	6	7	8	9		4	5	6	7	8	9	10		
	10	11	12	13	14	15	16		11	12	13	14	15	16	17		
	17	18	19	20	21	22	23		18	19	20	21	22	23	24		
	24	25	26	27	28	29	30		25	26	27	28	29	30	31		
October 20					1	2	3	4	5	6	7						
	8	9	10	11	12	13	14		8	9	10	11	12	13	14		
	15	16	17	18	19	20	21		15	16	17	18	19	20	21		
	22	23	24	25	26	27	28		22	23	24	25	26	27	28		
	29	30	31						29	30							
November 19					1	2	3	4					1	2	3	4	5
	5	6	7	8	9	10	11		6	7	8	9	10	11	12		
	12	13	14	15	16	17	18		13	14	15	16	17	18	19		
	19	20	21	22	23	24	25		20	21	22	23	24	25	26		
	26	27	28	29	30				27	28	29	30	31				
December 15					1	2							1	2			
	3	4	5	6	7	8	9		Total School Days:	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16		180	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23			17	18	19	20	21	22	23	
	24	25	26	27	28	29	30			24	25	26	27	28	29	30	
January 21	31																
	1	2	3	4	5	6											
	7	8	9	10	11	12	13										
	14	15	16	17	18	19	20										
	21	22	23	24	25	26	27										
	28	29	30	31													
8/28- 8/29		Staff Inservice Days			12/25 - 1/1					Christmas Vacation							
Wed, Aug 30		First Day of School			Mon., Jan 15					Martin Luther King Jr Day							
Mon., Sept 4		Labor Day			M-F-2/26-3/2					Winter Vacation							
Fri., Oct. 6		NC Inservice Day			M-F- 4/23-27					Spring Vacation							
Mon., Oct. 9		Columbus Day			Mon., May 28					Memorial Day							
Fri., Nov 10		Veterans Day (Observed)			Fri., June 8					BHS/GHS GRADUATION (T)							
11/22 (1/2)-11/23-24		Thanksgiving Recess			Tues., June 12					Last Day 1/2 day Students							
Fri. Dec. 8		Teacher In Service Day			Wed., June 13					Teacher Check-Out full day							

  1/2 Day Students/1/2 Staff Inservice Day      (T) Tentative Make-Up Days - June 13- June 26

Adopted 1-3-17









